



San Diego County Sheriff's Department

RIPA TEST CASE TEMPLATE UPLOAD INSTRUCTIONS

Abstract

This document demonstrates the steps required to import templates on Azure
for RIPA

Date: 11/16/2023

Version: 1.0



Introduction

This document outlines the steps required to upload templates to Azure for RIPA Test Cases.

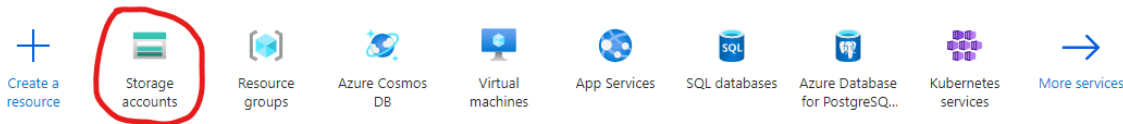
NOTE: There are two ways to do this. You can upload each template manually through Azure, or you can download the Azure Storage Explorer and directly import the provided spreadsheet. If you prefer to just import it directly, skip straight to step 3.

Step 1

Navigate to the RIPA storage account on Azure, where you will be uploading the templates. You can do this by going to [Microsoft Azure Government](#) and signing into your account.

You should see Azure Services on the top of the page. Click on storage accounts.

Azure services

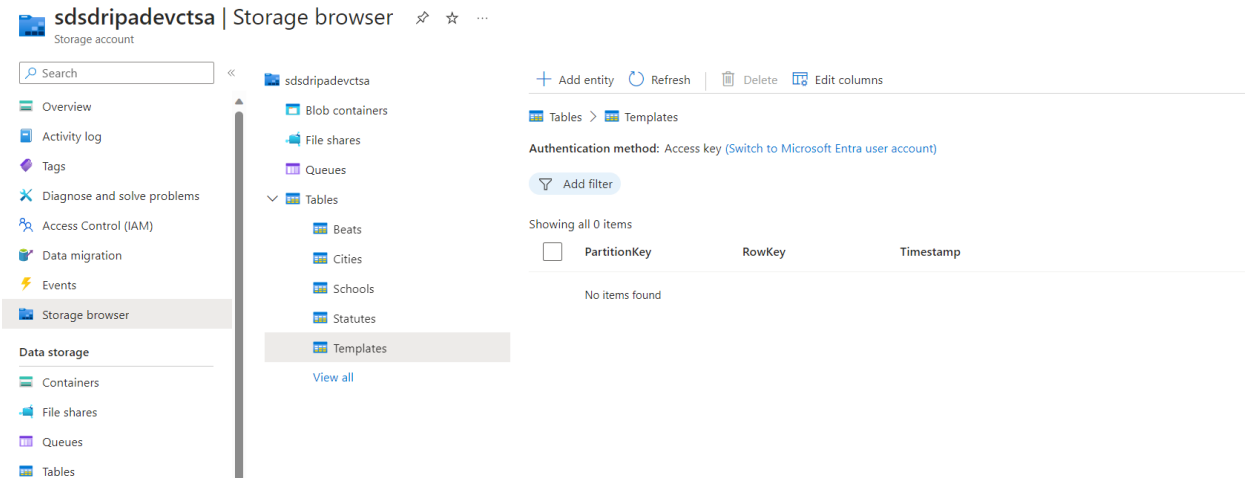


Locate the correct storage account and click on it. In this example it is **sdsdripadevctsa**.

<input checked="" type="checkbox"/>	sdsdripadevctsa	Storage account	StorageV2	rg-sdsd-it-ripa-dev-001	USGov Arizona
<input type="checkbox"/>	sdsdripadevftsa	Storage account	StorageV2	rg-sdsd-it-ripa-dev-001	USGov Arizona
<input type="checkbox"/>	sdsdripadevfnsa	Storage account	Storage	rg-sdsd-it-ripa-dev-001	USGov Arizona

Step 2

Click on storage browser on the left column, and then from there click on tables, and templates.





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From here, you will be able to add each template by clicking "add entity" at the top.

Property Name	Type	Value
PartitionKey	String	Enter identifier value
RowKey	String	Enter identifier value
DisplayName	String	Enter value to keep property
Id	String	Enter value to keep property
StopTemplate	String	Enter value to keep property

If you only see PartitionKey and RowKey, click on "add property" 3 more times and fill them out with the correct name.

	A	B	C	D	E	F	G	H	I	J
1	PartitionKey	RowKey	DisplayName	DisplayName@type	Id	Id@type	StopTemplate	StopTemplate@type		
2	CA	4001 TC1		String		4001 String	{ "displayName": "TC1", "options": { "stopType": "Bicycle", "officer String			
3	CA	4003 TC3		String		4003 String	{ "displayName": "TC3", "options": { "stopType": "Vehicular", "o String			
4	CA	4003.1 TC3A		String		4003.1 String	{ "displayName": "TC3A", "options": { "stopType": "Pedestrian", " String			
5	CA	4004 TC4		String		4004 String	{ "displayName": "TC4", "options": { "stopType": "Vehicular", "off String			
6	CA	4007 TC7		String		4007 String	{ "displayName": "TC7", "options": { "stopType": "Vehicular", "off String			
7	CA	4009 TC9		String		4009 String	{ "displayName": "TC9", "options": { "stopType": "Vehicular", "off String			
8	CA	4011 TC11		String		4011 String	{ "displayName": "TC11", "options": { "stopType": "Vehicular", "off String			
9	CA	4013 TC13		String		4013 String	{ "displayName": "TC13", "options": { "stopType": "Vehicular", "off String			
10	CA	4015 TC15		String		4015 String	{ "displayName": "TC15", "options": { "stopType": "Pedestrian", "o String			
11	CA	4017 TC17		String		4017 String	{ "displayName": "TC17", "options": { "stopType": "Vehicular", "off String			
12	CA	4019 TC19		String		4019 String	{ "displayName": "TC19", "options": { "stopType": "Vehicular", "off String			
13	CA	4021 TC21		String		4021 String	{ "displayName": "TC21", "options": { "stopType": "Vehicular", "off String			
14	CA	4022 TC22		String		4022 String	{ "displayName": "TC22", "options": { "stopType": "Pedestrian", "o String			
15										

With the provided spreadsheet, fill out each of the respective fields, copying the data from each category on the spreadsheet relating to that specific test case. **PartitionKey**, **RowKey**, **DisplayName**, **Id**, and **StopTemplate** are the fields to copy from. Make sure to copy the entire stop template for it to work properly.



Test Case 1 Example:

Add entity ✕

Property Name	Type	Value	
PartitionKey	String	CA	
RowKey	String	4001	
DisplayName	String	TC1	
Id	String	4001	
StopTemplate	String	{ ""displayName"": ""TC1"", ""options"": { ""stopTy...	

Add property

Once all the values and property names are filled out, click insert. You should see something like this:

+ Add entity | Refresh | Delete | Edit columns

Tables > Templates

Authentication method: Access key (Switch to Microsoft Entra user account)

⌵ Add filter

Showing all 1 items

<input type="checkbox"/>	PartitionKey	RowKey	Timestamp	DisplayName	Id	StopTemplate
<input type="checkbox"/>	CA	4001	2023-11-16T22:32:01.71...	TC1	4001	{ ""displayName"": ""TC...



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Now, navigate to RIPA and you should see that the test case template has been added.

BASIC STOP

TC1

About this App:

The Racial and Identity Profiling Act of 2015 (AB 953) requires state and local law enforcement agencies, to collect data regarding stops of individuals, including perceived demographic information on the person stopped, and to report this data to the California Attorney General's (AG) Office.

The AG's Office has adopted [these regulations](#) on November 7, 2017. For more information please see the AG's [Website](#) .

If you experience issues please contact us at dsddevops@sdsheriff.org

If you click on "TC1", it will have a pre-filled stop in accordance with the DOJ Test Case 1.

OFFICER YEARS OF EXPERIENCE

Patrol, traffic enforcement, field operations - 1 Years

UPDATE

DATE OF STOP

Date of Stop

11/17/2023

Time of Stop

07:07 AM

Stop Duration

22

CONVERT TO VERSION 1 STOP

Stop in response to Call for Service

No

Officer is secondary to a non-reporting agency

Yes

WELFARE OR WELLNESS CHECK

Stop made during the course of performing a welfare or wellness check or an officer's community caretaking function.

No

TYPE OF STOP

☐ Vehicular

☒ Bicycle

☐ Pedestrian

Repeat the previous steps for each test case on the spreadsheet.

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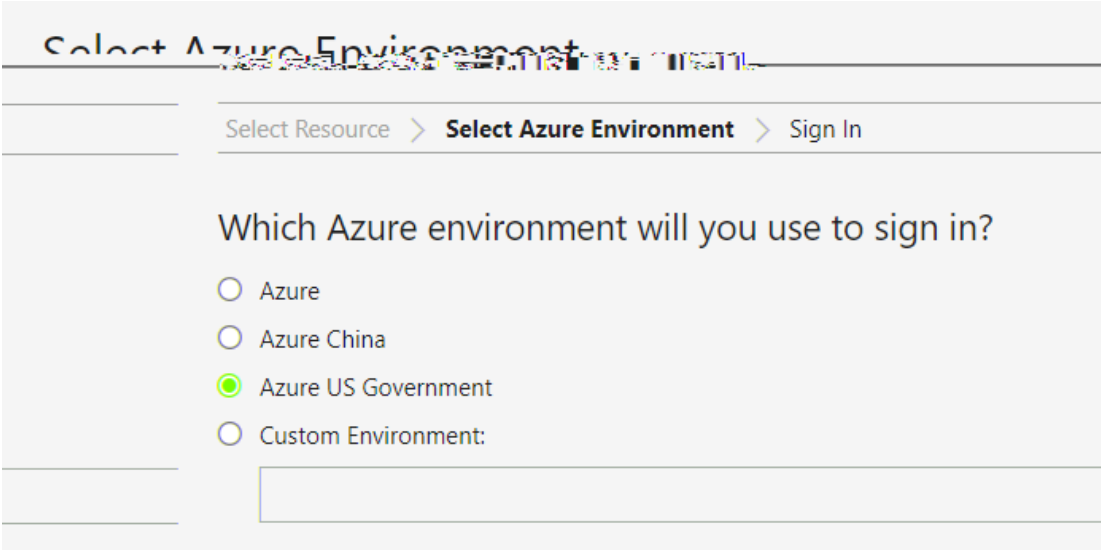
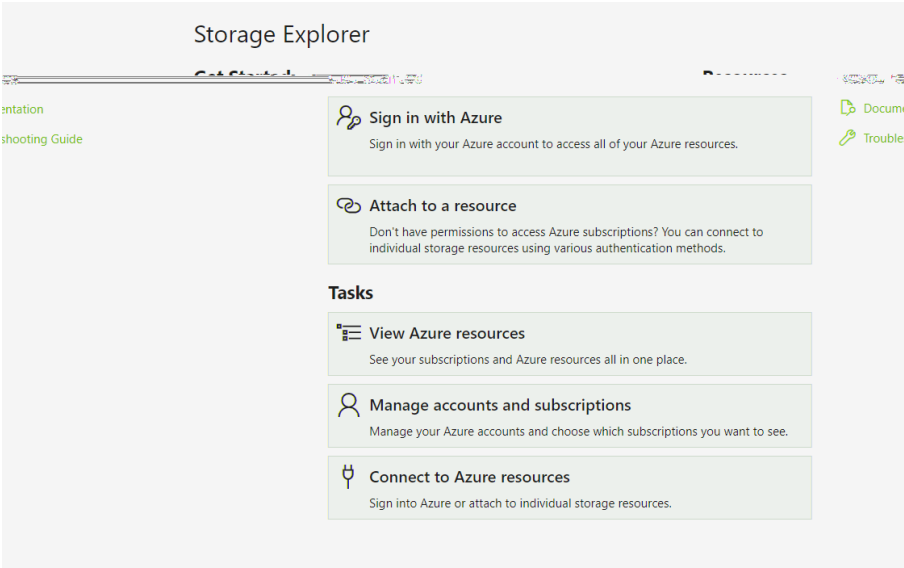


Step 3 – Import Spreadsheet (Optional)

This step is an **alternative** to steps 1 and 2, if you would prefer to download Azure Storage Explorer and directly import the spreadsheet provided, rather than manually enter them.

Go to [Azure Storage Explorer – cloud storage management | Microsoft Azure](#) and download the Microsoft Azure Storage Explorer.

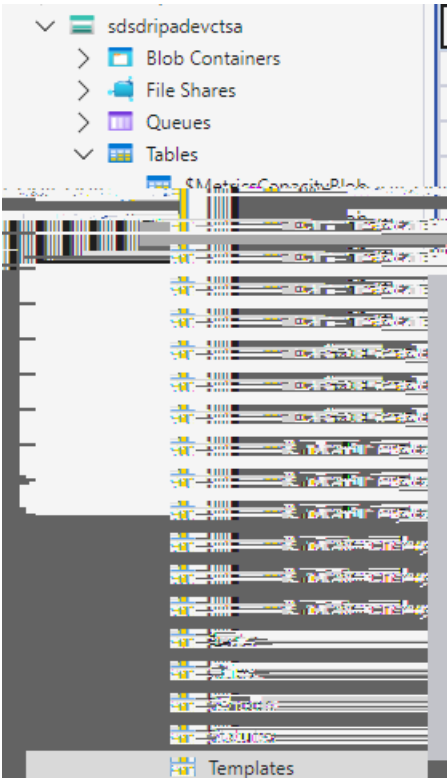
Once you have it installed, open the program, and click sign in with Azure.



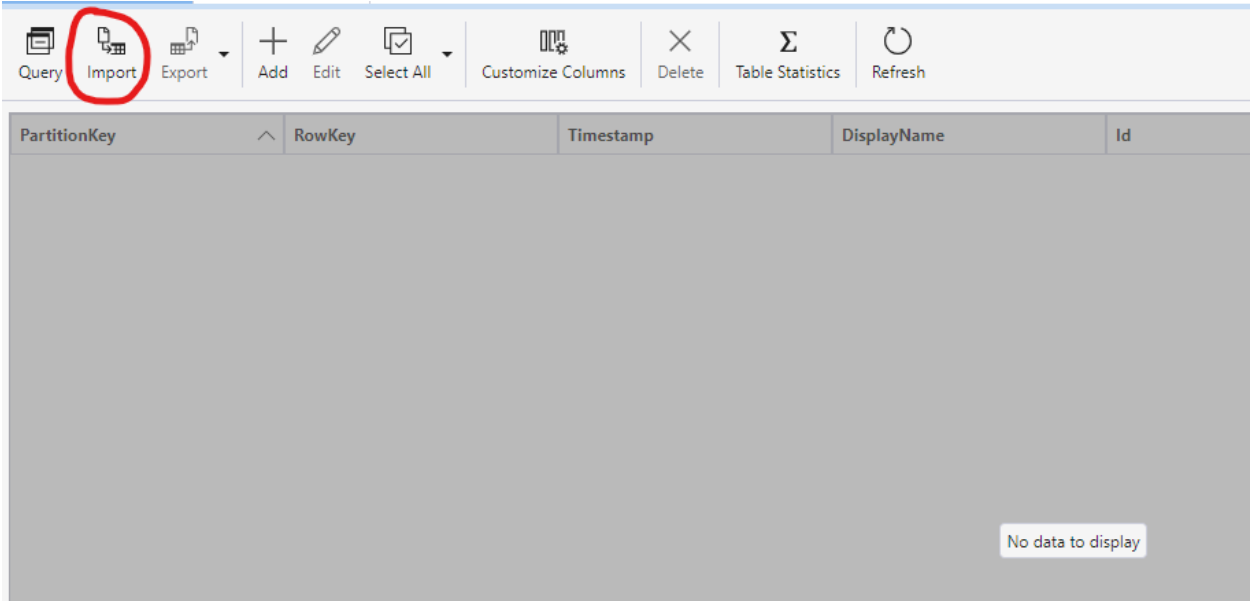


Once you sign in, you should see a list of subscriptions tied to your account.

Select open explorer and navigate to your RIPA storage account. Expand it, and from here you will see a few drop downs. Expand tables, and then click on templates.



From here it's simple, click on import at the top, and import the spreadsheet that has been provided.





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Delimiter: ,

	Original Name	New Name	Type	Sample Value
<input checked="" type="checkbox"/>	PartitionKey	PartitionKey	(inferred) ▼	CA
<input checked="" type="checkbox"/>	RowKey	RowKey	(inferred) ▼	4001
<input checked="" type="checkbox"/>	DisplayName	DisplayName	(inferred) ▼	TC1
<input checked="" type="checkbox"/>	Id	Id	(inferred) ▼	4001

☒ Auto-generate empty or missing keys
☒ Infer types for unannotated property values
☒ Ignore empty string values
☐ Replace entity values in the table with imported data

Import Cancel

Click on import, and you should see that the test cases have been imported successfully.

Query	Import	Export	+	✎	☑	🔍	✕	Σ	🔄
Query	Import	Export	Add	Edit	Select All	Customize Columns	Delete	Table Statistics	Refresh
PartitionKey	RowKey	Timestamp	DisplayName	Id	StopTemplate				
CA	4001	2023-11-17T15:23:09.3189788Z	TC1	4001	{ "displayName": "TC1", "options":...				
CA	4003	2023-11-17T15:23:09.3189788Z	TC3	4003	{ "displayName": "TC3", "options":...				
CA	4003.1	2023-11-17T15:23:09.3189788Z	TC3A	4003.1	{ "displayName": "TC3A", "option...				
CA	4004	2023-11-17T15:23:09.3189788Z	TC4	4004	{ "displayName": "TC4", "options":...				
CA	4007	2023-11-17T15:23:09.3189788Z	TC7	4007	{ "displayName": "TC7", "options":...				
CA	4009	2023-11-17T15:23:09.3189788Z	TC9	4009	{ "displayName": "TC9", "options":...				
CA	4011	2023-11-17T15:23:09.319978Z	TC11	4011	{ "displayName": "TC11", "options":...				
CA	4013	2023-11-17T15:23:09.319978Z	TC13	4013	{ "displayName": "TC13", "options":...				
CA	4015	2023-11-17T15:23:09.319978Z	TC15	4015	{ "displayName": "TC15", "options":...				
CA	4017	2023-11-17T15:23:09.319978Z	TC17	4017	{ "displayName": "TC17", "options":...				
CA	4019	2023-11-17T15:23:09.319978Z	TC19	4019	{ "displayName": "TC19", "options":...				
CA	4021	2023-11-17T15:23:09.3209778Z	TC21	4021	{ "displayName": "TC21", "options":...				
CA	4022	2023-11-17T15:23:09.3209778Z	TC22	4022	{ "displayName": "TC22", "options":...				



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Now if you sign into RIPA, the test cases will be populated on the home page. Click on any of them and you will see a pre-populated stop, in accordance with the respective DOJ Test Case.

BASIC STOP

TC1

TC3A

TC7

TC11

TC15

TC19

TC22

TC3

TC4

TC9

TC13

TC17

TC21