Document: Weather Data File Structure	**Author:** Justin Kokoszka
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/NHG Group/Data Management/Shared/01_Projects

   /01_WXqaqc_Phase1

-   WXqaqcTracker.loop - Kanban board to track project progress
-   FileStructure.docx - Defines the file storage hierarchy.

      /01_Resources: Contains project-wide reference documents.

         /01_Protocols: Contains project protocol documents.

            - FileNames.docx - Defines the file naming conventions.

            - SOP.docx - Defines the project procedure and processes.

         /02_EquipmentManuals: Contains equipment manuals (.pdfs).

         - RefSiteList.xlxs - Master list of current and historical WX station general metadata.

         - RefEquipmentList.xlxs - Master list of equipment inventory and metadata

         -RefSensorThresholds.xlxs - Master list of qaqc sesnor thresholds and flagging criteria

   /02_Stations: Contains station specific files including field records, metadata log, raw data, tidy data, logger scripts, and the final qaqc report.

      /02XX000_StationName

         /00_Data_Repository: Contains all compiled files to be organized.

         /01_Metadata: Contains metadata records.

            /01_FieldNoteArchive: Contains field notes.

            - MetadataLog.xlxs - Log of events for a station including: visits, data downloads, equipment deploys/decoms, and script changes.

         /02_Data_Raw: Contains raw data files as .csv and .dat.

         /03_Data_Tidy: Contains tidy data files as .csv.

/04_Logger_Scripts: Contains logger scripts .crb.

- [##XX####]_QAQCreport_[YYYYMMDD].pdf

... for all stations

/99_Archive: Contains all archived files.