

APPENDIX H
THE PHASE II DOCUMENT DATABASE

Data Dictionary/Data Structure**Table Name: DOCS.DBF**

Table Description: Stores the core information for records reviewed for Dose Reconstruction

Field	Field Name	Type	Description	Width
1	docnum	Character	Unique number automatically assigned	16
2	srsbxnum	Character	SRS Box where document was found	20
3	origbldg	Character	Building where document was found	15
4	origloc	Character	Location in building where document was found	20
5	rpt_id	Character	Memo #, report #, publication #, Library of Congress ID etc.	20
6	title	Character	Title of the document	254
7	category	Numeric	0=No Value (used in Phase 1 review) 1=Potential value 2=Significant value/Document copied 3=Highly significant value/Document copied and abstracted.	1
8	begcov	Date	Document's coverage beginning date as identified during document inspection	8
9	endcov	Date	Document's coverage ending date as identified during document inspection	8
10	orig_org	Character	Organization that produced the document	25
11	rvwdate	Date	Date reviewer first reviewed the document and initiated entry into database	8
12	aprxpgs	Numeric	Approximate page count for document – Large documents assigned 1000 to indicate significant copy effort	5
13	comments	Memo	Comments that do not logically fit elsewhere but may useful information	4
14	abstract	Memo	If this was a category 3 document, an abstract was written for the document	4
15	scan_num	Character	If the document was scanned and saved in a word processing document, the wp document name is identified here.	12
16	archivbx	Character	Indicates the specific offsite box/microfilm that contains copies of category 2 & 3 documents	15
17	wasclass	Logical	Indicate whether the document was originally a classified document	1
18	initials	Character	Reviewer's initials	10

Table Name: KEYWORD.DBF

Table Description: Stores keyword abbreviations and full descriptions. Keywords are used for search criteria.

Field	Field Name	Type	Description	Width
1	desckeyw	Character	Short name for keyword	20
2	full_name	Character	Full name and description of keyword	50

Table Name: DOCSKEYW.DBF

Table Description: Linking table. Connects a document with its keyword(s).

Field	Field Name	Type	Description	Width
1	docnum	Character	Record's document number	16
2	desckeyw	Character	Keyword associated with record	20

Table Name: CHEM.DBF

Table Description: Stores chemical abbreviations and full descriptions. Chemicals are used for search criteria.

Field	Field Name	Type	Description	Width
1	chemsymb	Character	Short name for chemical	30
2	toxrating	Character	Toxin rating	50
3	effect	Memo	Effects of toxin	4

Table Name: DOCSCHEM.DBF

Table Description: Linking table. Connects a document with its chemical(s).

Field	Field Name	Type	Description	Width
1	docnum	Character	Record's document number	16
2	chemsymb	Character	Chemical associated with record	30

Table Name: RAD.DBF

Table Description: Stores radionuclide description and it's effect. Radionuclides are used for search criteria.

Field	Field Name	Type	Description	Width
1	radsymb	Character	Name/symbol for radionuclide	30
2	effect	Memo	Effects of radionuclide	4

Table Name: DOCSRAD.DBF

Table Description: Linking table. Connects a document with its radionuclide(s).

Field	Field Name	Type	Description	Width
1	docnum	Character	Record's document number	16
2	radsymb	Character	Radionuclide associated with record	30

Table Name: PH2TITLE.DBF

Table Description: Stores names of chapters and appendices created for the Phase 2 Dose Reconstruction.

Field	Field Name	Type	Description	Width
1	rptnum	Character	Number assigned to a chapter or appendix when it is created. Linked to projrpts.dbf.	20
2	title	Character	Title of chapter or appendix	254

Table Name: PROJRPTS.DBF

Table Description: Linking table. Connects referenced document(s) to the chapters and appendices of the Phase 2 Dose Reconstruction report

Field	Field Name	Type	Description	Width
1	docnum	Character	Document # for document used as reference. Linked to docs.dbf.	16
2	rptnum	Character	Chapter or appendix number for the Phase 2 report	20

Table Name: PERSONS.DBF

Table Description: Table that contains the core information for personnel such as authors and reviewers.

Field	Field Name	Type	Description	Width
1	persnum	Character	Automatically assigned unique identification number	10
2	lname	Character	Last name	15
3	fname	Character	First name	15
4	m_initial	Character	Middle initial	2
5	curraffil	Character	Currant affiliation (such as place of employment)	30
6	street	Character	Street address	30
7	city	Character	City	15
8	county	Character	County	15
9	state	Character	State	2
10	zip	Character	Zip code	10
11	country	Character	Country	15
12	phone	Character	Phone number	12
13	initials	Character	Initials	3

Table Name: PREFAFIL.DBF

Table Description: Table that contains information about the previous affiliation(s) of the persons listed in the persons.dbf table.

Field	Field Name	Type	Description	Width
1	personum	Character	Person ID number linked to persons.dbf	10
2	prevafil	Character	Previous affiliation of person	30
3	begdate	Date	Date affiliation such as employment began	8
4	enddate	Date	Date affiliation such as employment ended	8

Table Name: AUTHORS.DBF

Table Description: Linking table that connects author(s) with identified SRS documents

Field	Field Name	Type	Description	Width
1	docnum	Character	Document # link to docs.dbf	16
2	persnum	Character	Number assigned to person entered in person.dbf. Link to person.dbf.	10

Table Name: RPTPERS.DBF

Table Description: Table that identifies authors of Phase 2 reports.

Field	Field Name	Type	Description	Width
1	rptnum	Character	Phase 2 report number. Link to ph2title.dbf	20
2	persnum	Character	Number assigned to personnel entered in person.dbf. Link to person.dbf.	10

Table Name: LOCATION.DBF

Table Description: GIS Location table

Field	Field Name	Type	Description	Width
1	idgisloc	Character	GIS Location identification number	30
2	locdesc	Character	Description of GIS location.	45

Table Name: LOCREL.DBF

Table Description: Linking table that connects document(s) with its chemical(s) and/or radionuclide(s) and the toxin's GIS location

Field	Field Name	Type	Description	Width
1	idgisloc	Character	GIS identification number	30
2	docnum	Character	Document number.	16
2	toxymb	Character	Radionuclide or chemical symbol or short name	30

Table Name: INTRVIEW.DBF

Table Description: Table contains information about interviews conducted.

Field	Field Name	Type	Description	Width
1	intrvnum	Character	Automatically assigned unique interview number	10
2	intrvdte	Date	Date interview was conducted	8
3	intrvloc	Character	Location where interview was conducted	30
4	intrvsumm	Memo	Summary of the interview	4

Table Name: INTRVPER.DBF

Table Description: Linking table that links person(s) interviewed with the interview.

Field	Field Name	Type	Description	Width
1	intrvwnum	Character	Interview number that links to table intrview.dbf	10
2	intrviewee	Character	Person interviewed. Link to persnum in table persons.dbf	10

Table Name: INVIEWER.DBF

Table Description: Linking table that links person(s) conducting interview with the interview.

Field	Field Name	Type	Description	Width
1	intrvwnum	Character	Interview number that links to table intrview.dbf	10
2	intrviewer	Character	Person who conducted interview. Link to persnum in table persons.dbf	10

Table Name: INITIALS.DBF

Table Description: Holds initials and names for persons who have names loaded into the welcome screen of the application.

Field	Field Name	Type	Description	Width
1	initials	Character	Person's initials. Linked to initials in docs.dbf.	3
2	name	Character	Full name of person	25

Loading Software

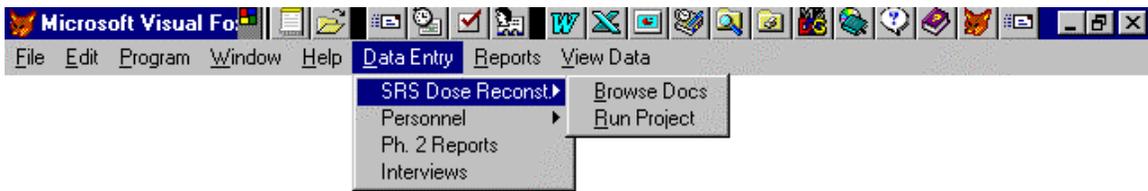
- 1) Create a subdirectory called C:\vfp\srsph2\.
- 2) Copy all files into this subdirectory.
- 3) If you do not have a copy of Visual FoxPro 3.0, move the VFP300.ESL file from the C:\vfp\srsph2\ folder to the C:\vfp\ folder.

Running application:

This application was created using Visual FoxPro 3.0.

- 1) If you **have a copy of Visual FoxPro Version 3.0 (the Application requires Version 3.0)**:
From within FoxPro choose Do then choose SRSDOSE.APP or from the Windows environment choose Run and then C:\vfp\srsph2\srsdose.app
 - 2) If you **do not have a copy of Visual FoxPro Version 3.0**:
From the Windows environment choose Run and then type C:\vfp\srsph2\srsdose2.exe (you must have a copy of file VFP300.ESL in the VFP subdirectory to run the .exe file). **All of the software must be installed on your C: drive**, for the simplest use of this application.
- *Remember that you may have been given the application for the purpose of viewing the existing documents. Changes that you make will not be reflected in the Master document. All needed changes to existing documents must be reported as described in the Backup section of this document. If you have been given the application for the purpose of making additions, any additions you make must be sent to the Master document holder as described in the Backup section of this document.

Main Menu - The Main Menu is the Entry into the Application.

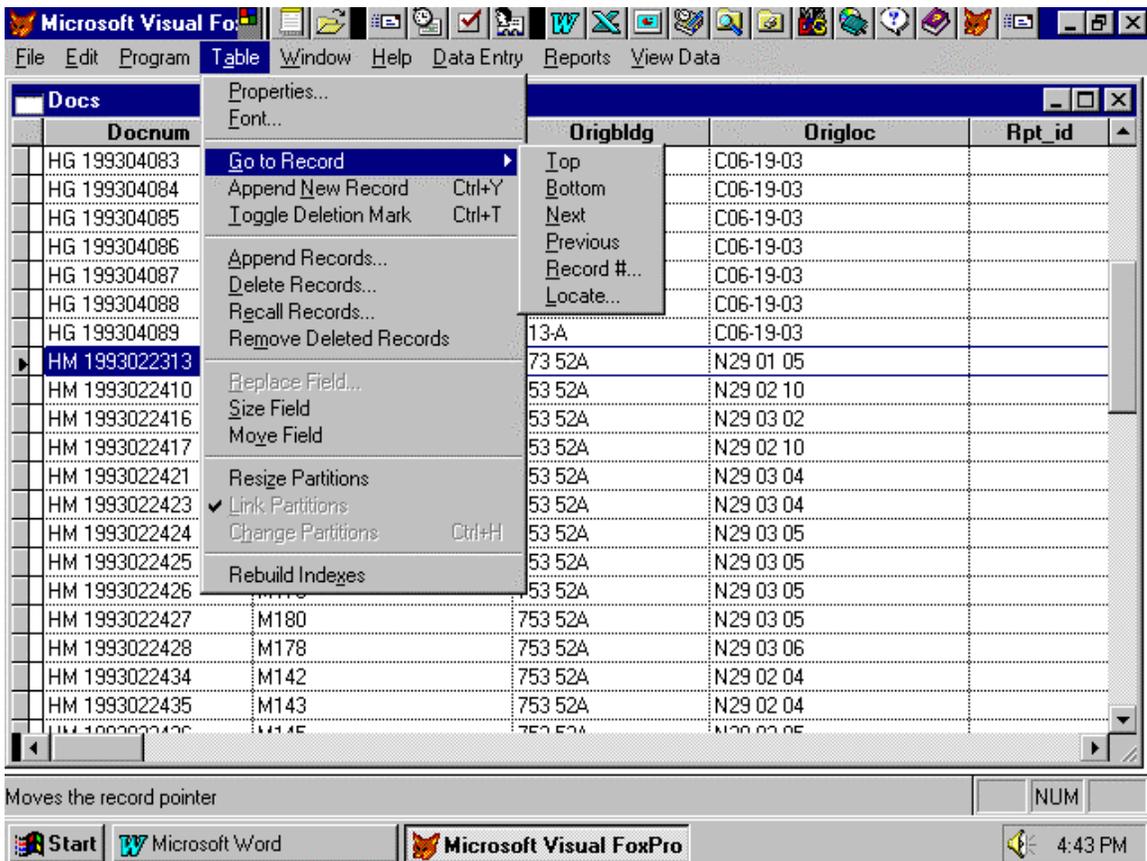


Browse - Choosing Browse brings up the SRS documents table in a spreadsheet format.

The screenshot displays the Microsoft Visual FoxPro interface. The main window shows a table titled "Docs" with the following columns: Docnum, Srsbxnum, Origldg, Origloc, and Rpt_id. The table contains 20 rows of data, with the first row highlighted. The status bar at the bottom indicates "SrscdlDocs", "Record: 1/7976", and "Exclusive". The taskbar shows the Start button, Microsoft Word, and Microsoft Visual FoxPro, with the system clock displaying 4:38 PM.

Docnum	Srsbxnum	Origldg	Origloc	Rpt_id
HG 199304083	W11468	713-A	C06-19-03	
HG 199304084	W11468	713-A	C06-19-03	
HG 199304085	W11468	713-A	C06-19-03	
HG 199304086	W11468	713-A	C06-19-03	
HG 199304087	W11468	713-A	C06-19-03	
HG 199304088	W11468	713-A	C06-19-03	
HG 199304089	W11468	713-A	C06-19-03	
HM 1993022313	M115	773 52A	N29 01 05	
HM 1993022410	M163	753 52A	N29 02 10	
HM 1993022416	M167	753 52A	N29 03 02	
HM 1993022417	M163	753 52A	N29 02 10	
HM 1993022421	M173	753 52A	N29 03 04	
HM 1993022423	M174	753 52A	N29 03 04	
HM 1993022424	M177	753 52A	N29 03 05	
HM 1993022425	M176	753 52A	N29 03 05	
HM 1993022426	M175	753 52A	N29 03 05	
HM 1993022427	M180	753 52A	N29 03 05	
HM 1993022428	M178	753 52A	N29 03 06	
HM 1993022434	M142	753 52A	N29 02 04	
HM 1993022435	M143	753 52A	N29 02 04	

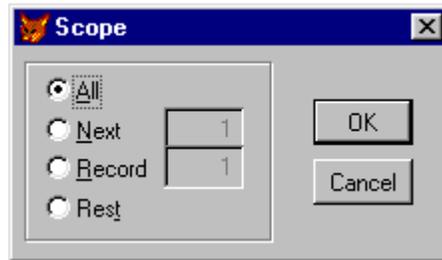
Pulldown menus - allow user to do such things as asking the system to Locate a set of records meeting defined criteria.



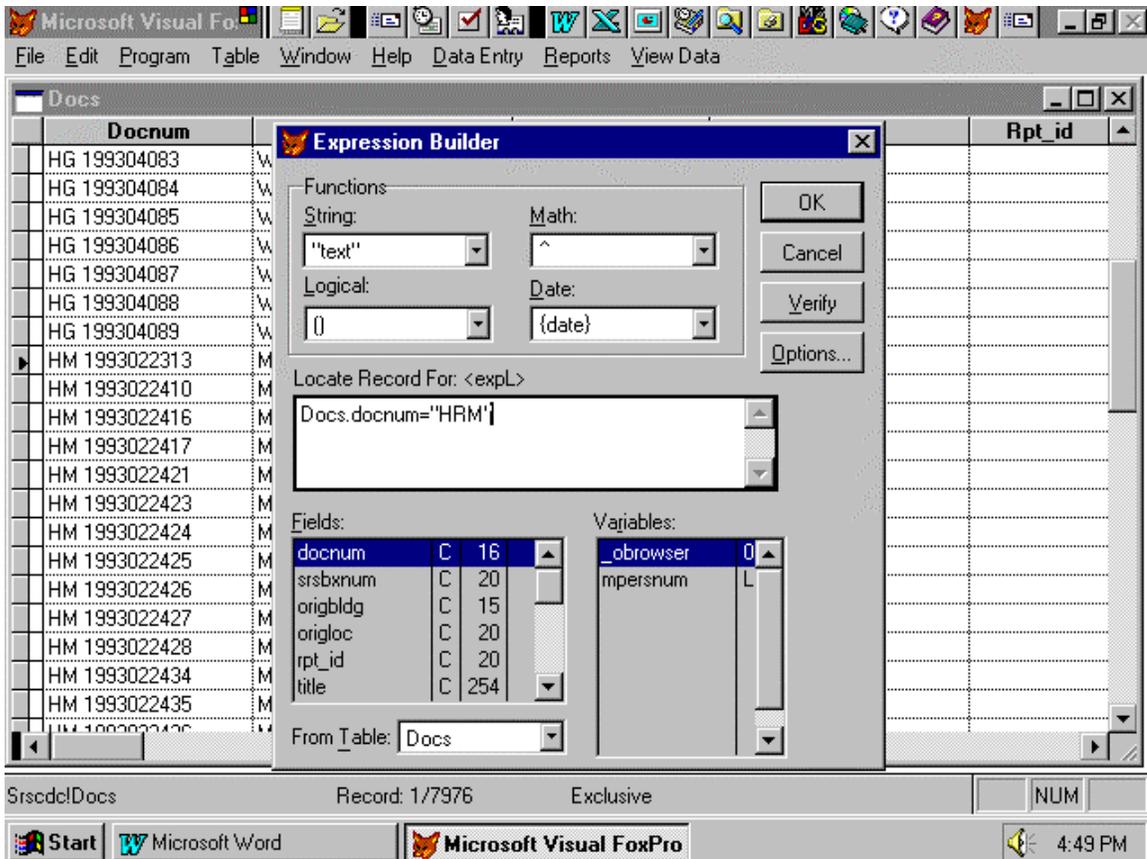
Locate – To locate records choose locate from the pull-down menus as shown above. You will get the following locate record box. From this box you can enter criteria for your search.



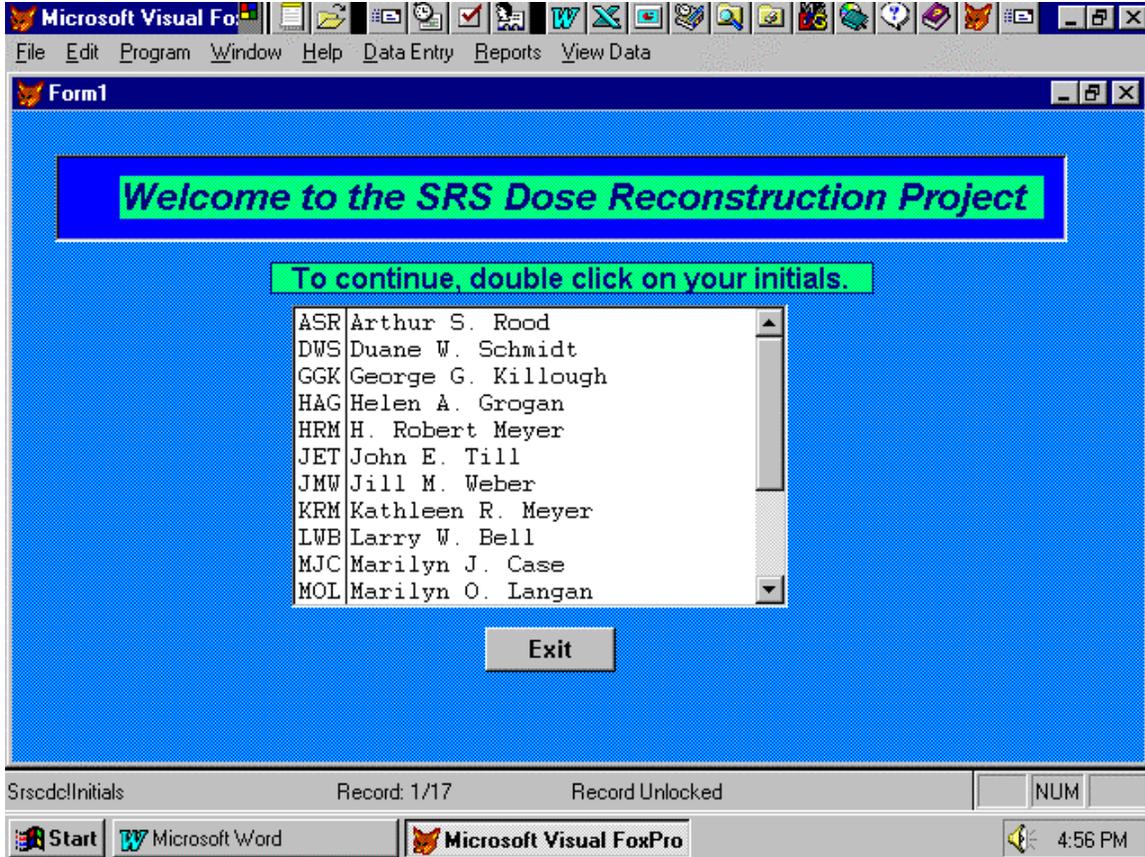
Scope – Pressing the scope button will bring up a box that allows you to specify what records you wish to be searched.



Expression Builder/For or While – Pressing the for button or the while button will bring up the Expression Builder used to define criteria when requesting system to pull particular information. The sample below will pull all records whose document number begins with the initials HRM.



Welcome – Choosing Run Report from the Data Entry/SRS Dose Reconst menu ([See Main Menu](#)) pick will bring up the Welcome Screen for the main branch of the application, the SRS Dose Reconstruction Project entry/modification screens.



Document Screen - This is the main screen for viewing records and updating the data.

Microsoft Visual FoxPro
File Edit Program Window Help Data Entry Reports View Data

DOCS

SRS DOCS

Docnum: TPW199411021 SRS Box #: PACKET FROM T. WELCH
Orig Bldg: 211-18H Orig Loc: ROOM 2 /CABINET
Rpt ID: Title: CONTAMINATION OF HOT GANG VALVE CORRIDOR AND FIRST LEVEL - 221-F BUILDING
Category: 2 Begin cov: 10/24/60 End cov: //
Orig Org: SPECIAL HAZARDS COMM. Review date: 10/19/94 Apprx pgs: 4
Comments: DELETED VERSION. Copy whole document. 21- Ci releases to 281-3 retention basin Abstract:
Scan ID: 0 Archive box: RC-RAC2/3-1F
Was classified: N

View/Delete
KEYWORDS
RADIONUCLIDES
CHEMICALS
AUTHORS

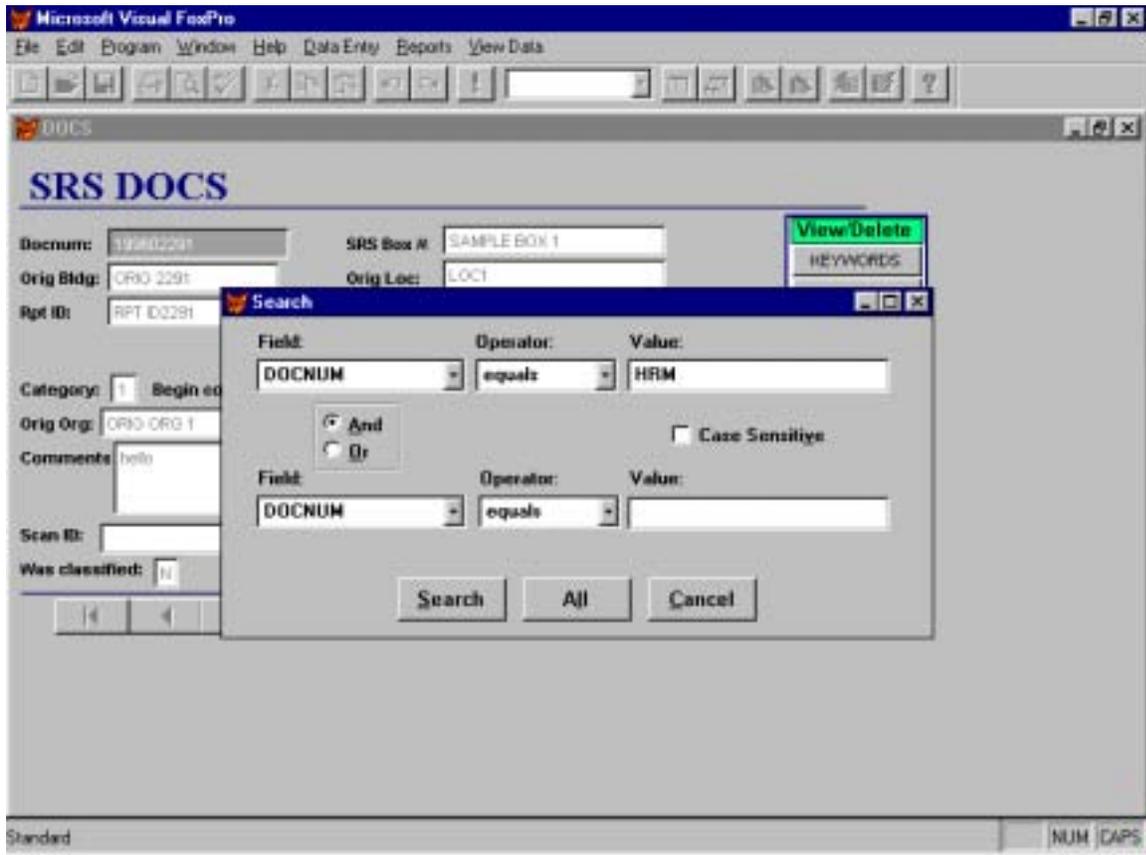
Add
KEYWORDS
RADIONUCLIDES
CHEMICALS
AUTHORS

Titles in () are researcher assigned. NUM

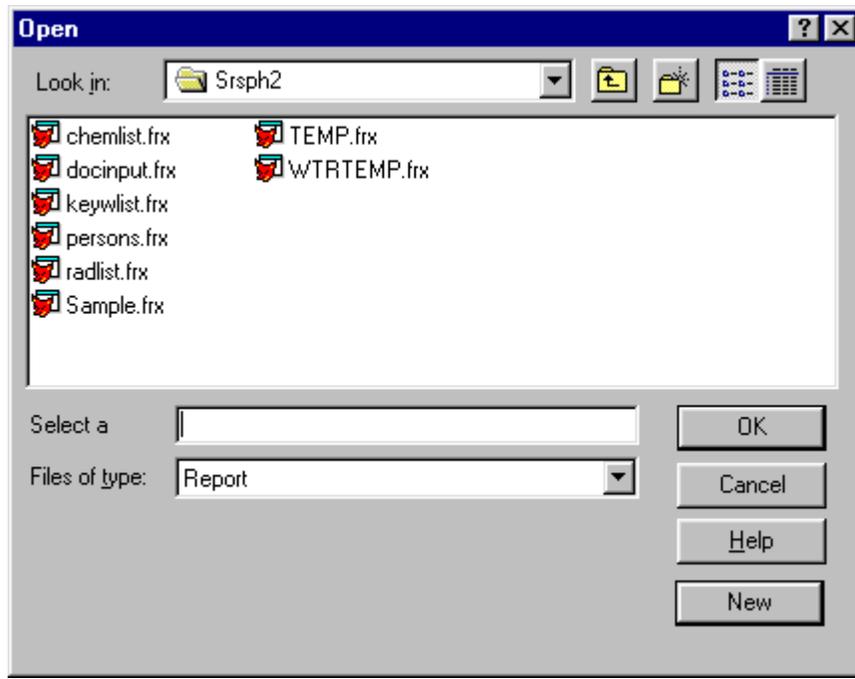
Start Microsoft Word Microsoft Visual FoxPro 5:07 PM

Picture Buttons – The picture buttons at the bottom of the document screen are fairly self-explanatory. Tips will appear if you move your cursor over a button. The first set of 4 buttons are used for moving the record pointer from record to record. They are First Record, Previous Record, Next Record, Last Record. The second set of 2 buttons include a button for searching and one for printing. The third set of 3 buttons include Add/save new record, Edit/Revert Record, Delete Record. The last set of one button is the button to exit this screen and return to the Main Menu.

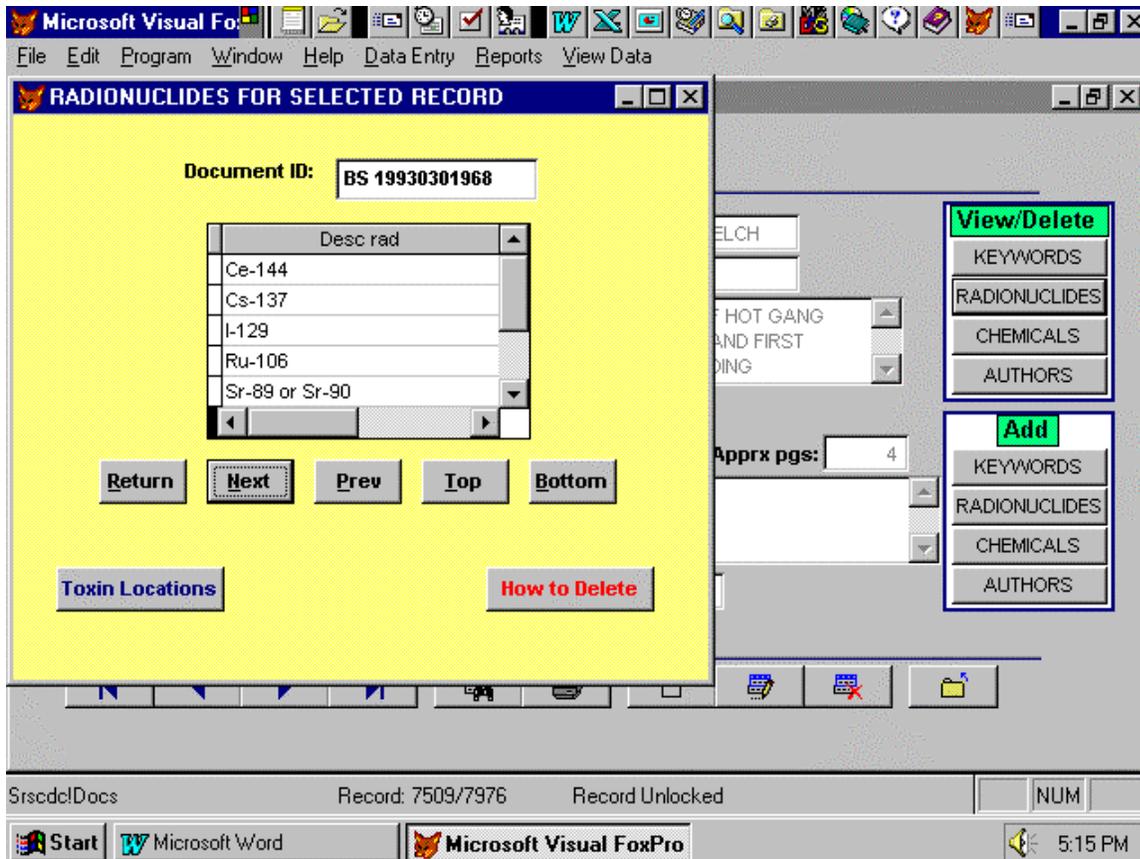
Searching – If you choose the search button you can specify criteria for viewing specific records. In the example below we are searching for documents beginning with the letters HRM.



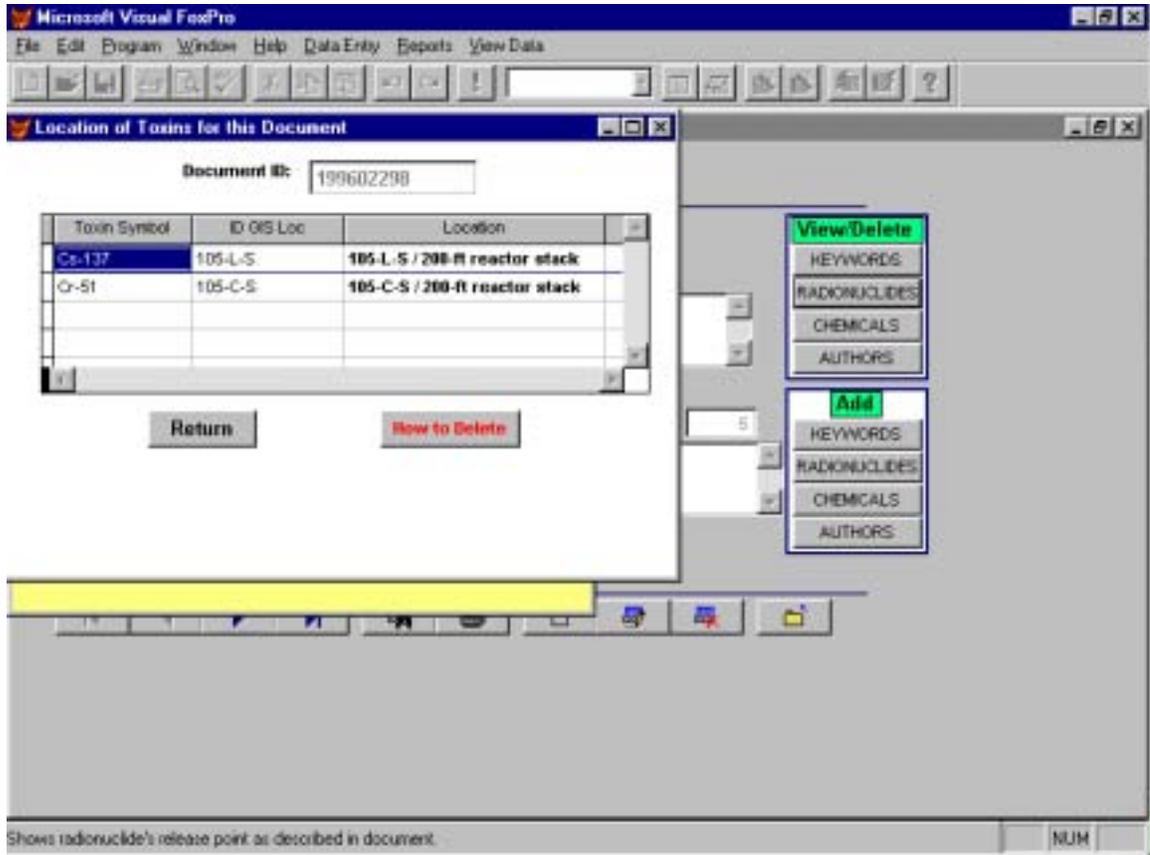
Print Report – Choosing the print report button will give you a list of existing reports that you can use to print. Existing reports can be modified to suit your application. You can also create new reports for printing.



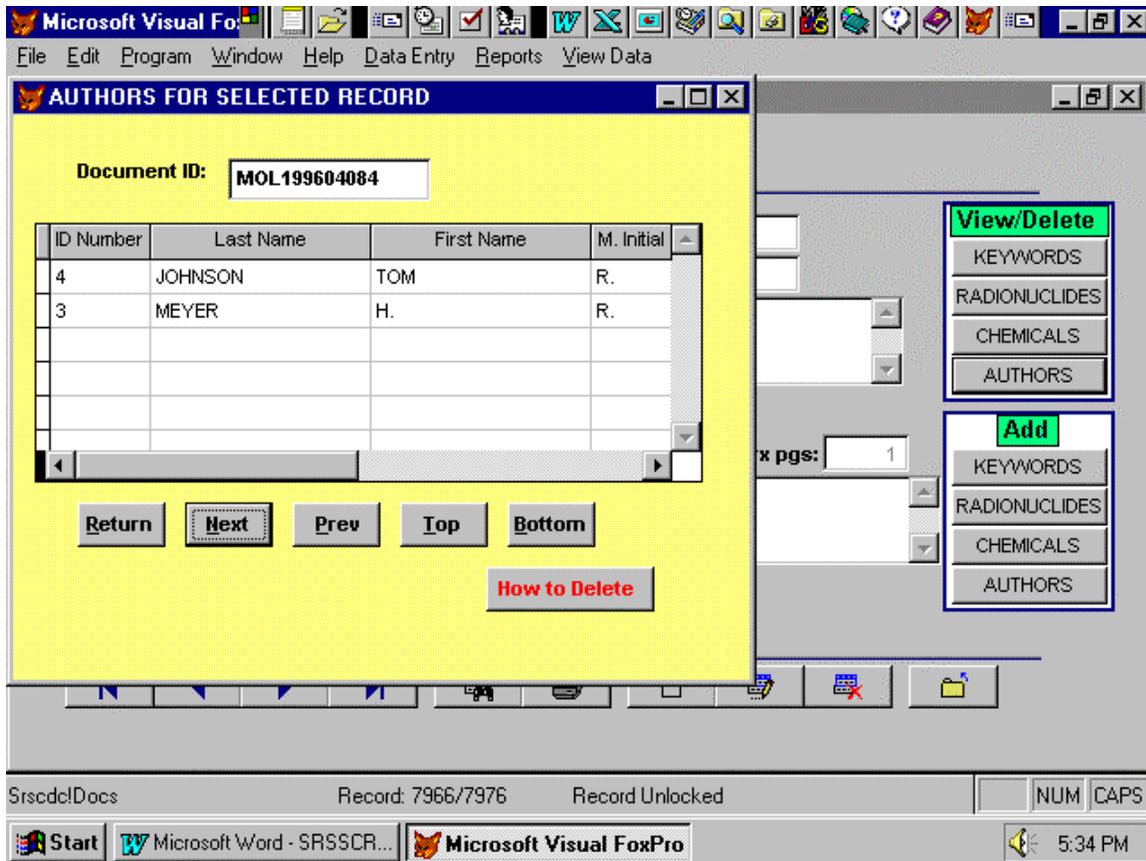
Viewing Keywords, Radionuclides, Chemicals, and Authors - Pressing the buttons in the View/Delete box (above) will bring up a list of the Keywords, Radionuclides, Chemicals, or Authors associated with the selected document.



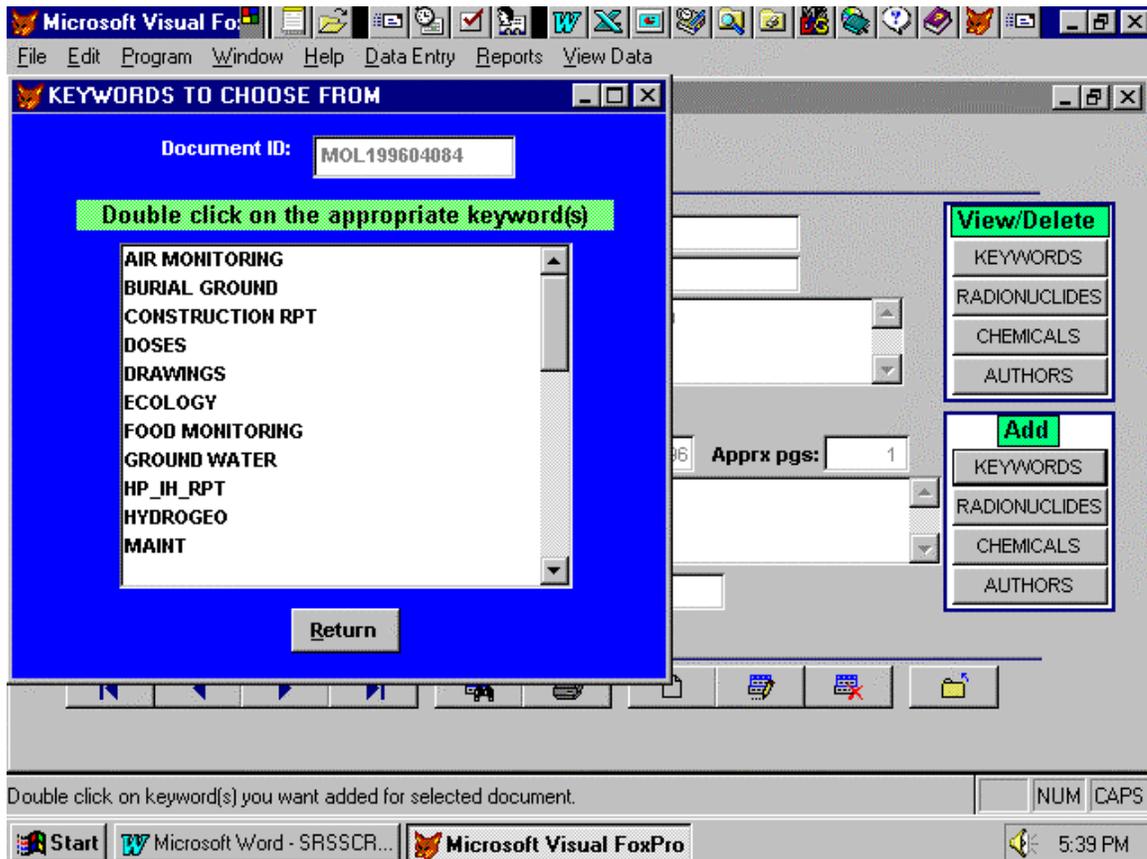
Toxin Locations - While Viewing the Radionuclides or Chemicals you can press the Toxin Locations button to bring up a screen that shows the GIS ID Location as well as the SRS location where the toxin was found. This information is not available for all documents.



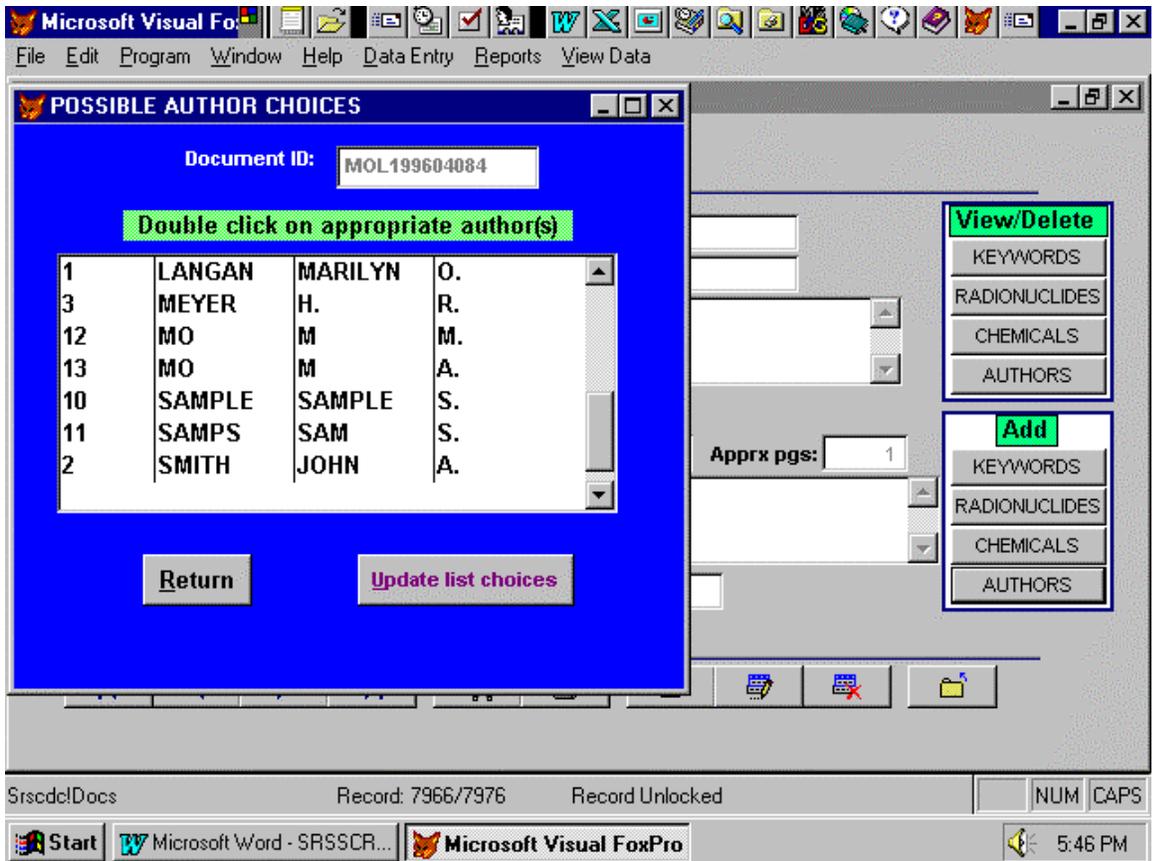
Authors - This screen comes up when the Authors button is pressed in the View/Delete Box. This shows the author(s) for the selected document. (The example is a sample document.) Authors for Phase 1 documents can be entered at a later date.



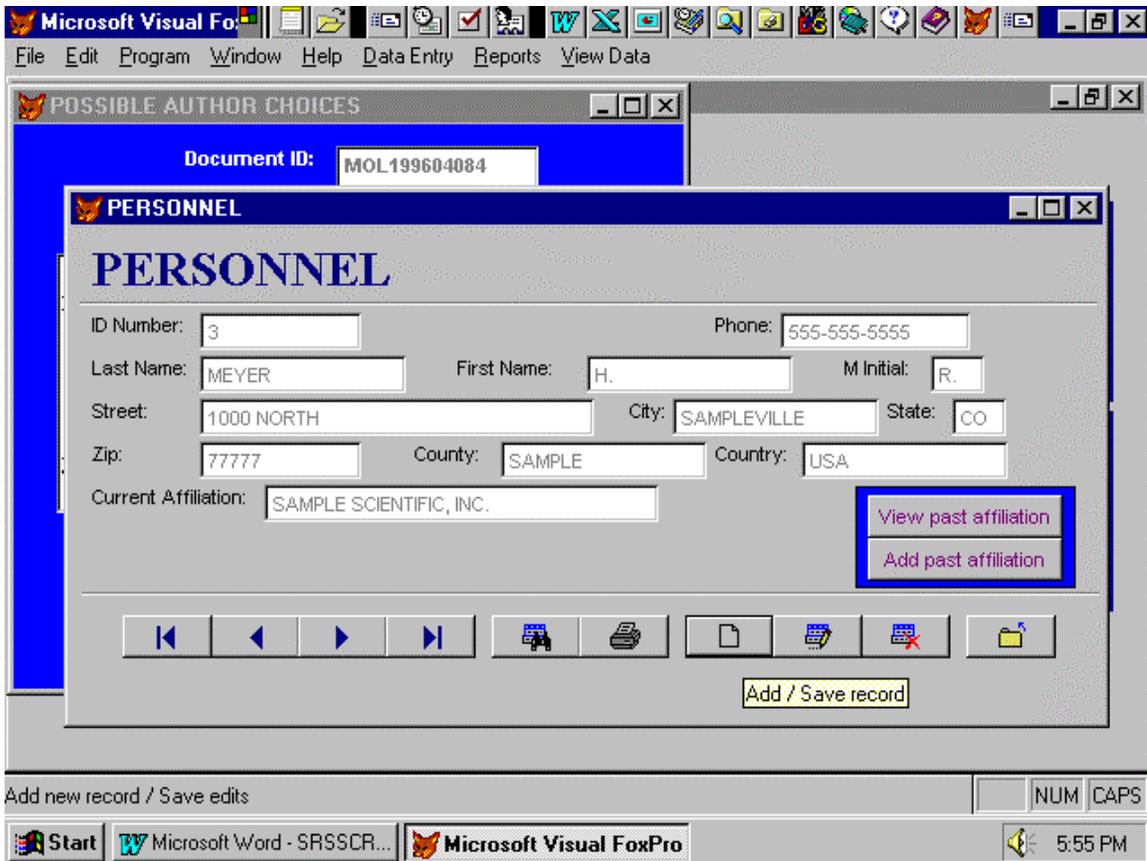
Adding Keywords, Radionuclides, Chemicals, & Authors - When a document needs to be updated to add Keywords, Radionuclides, Chemicals, or Authors the user chooses the appropriate button in the Add box. A screen similar to the one below will appear. Keywords, Radionuclides, and Chemicals show preset choices for the user to choose from. Simply **double click** on the item to be added. A message will appear in the upper right corner of your screen indicating that your request has been added.



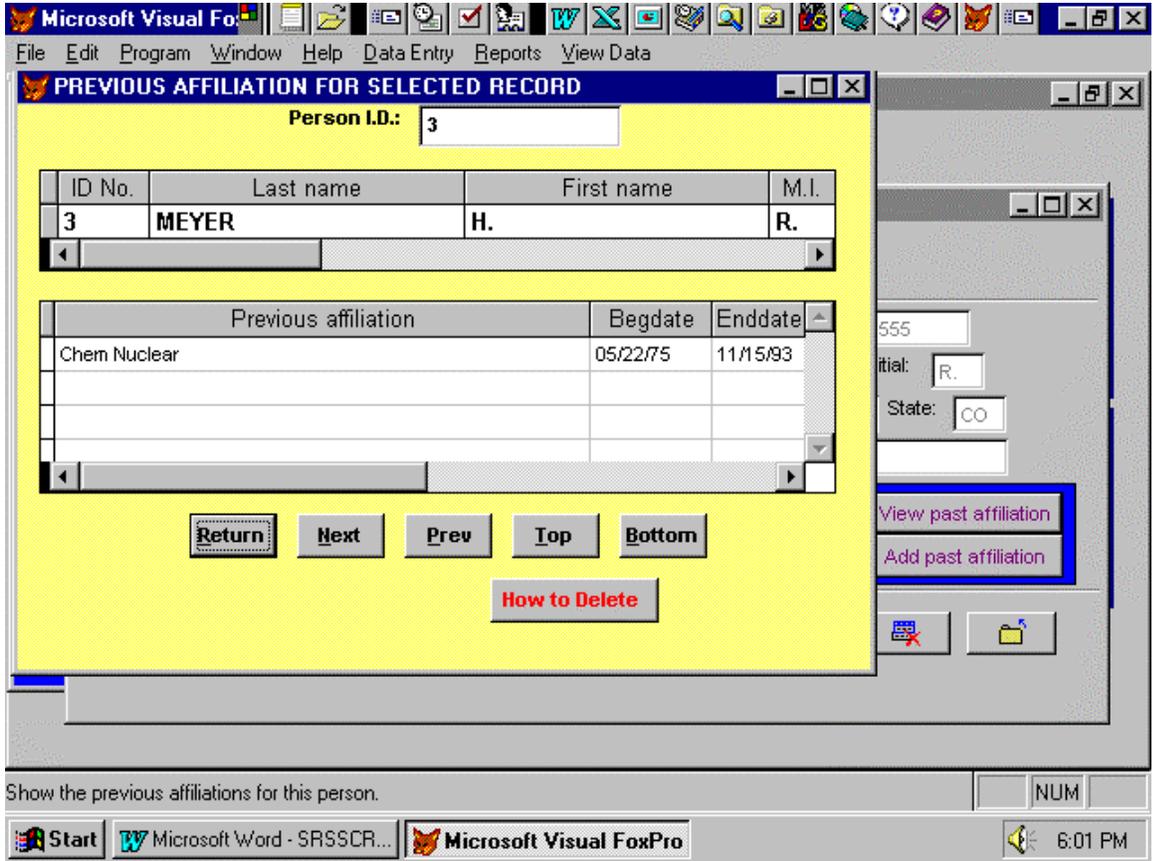
Personnel List Update - Due to the dynamic nature of the Authors list a button has been included to allow the addition of Authors not already on the existing list. If you need to add an author not already on the list, press the Update list choices button shown below.



Personnel Screen - This is the Personnel input screen. It appears when the Update List Choices button is pressed as shown in the figure above. It can also be accessed from the Main Menu under Data Entry/Personnel.



Affiliation Screen - The person's current affiliation is shown on the personnel screen. To see the previous affiliation for the selected document, press the View past affiliation button as shown in the figure above and the following screen will appear showing the organizations that the person has been associated. (The example is a sample only.)



Add Previous Affiliation Screen - When an affiliation for a person needs to be added to the list, the Add past affiliation button is pressed. The following screen appears to accommodate the addition.

PREVIOUS AFFILIATION

Add Previous Affiliation

Last name: First name: M Initial:

Current affiliation:

ID No.	Previous affiliation	Beginning date	Ending date
3	Chem Nuclear	05/22/75	11/15/93

Press the Add button to add another affiliation.

How to delete affiliation

Previous affiliation(s) for record. NUM

Start Microsoft Word - SRSSCR... Microsoft Visual FoxPro 6:08 PM

Under Construction - A message is displayed for options on the Main Menu that are in developmental stages or are for future updates.

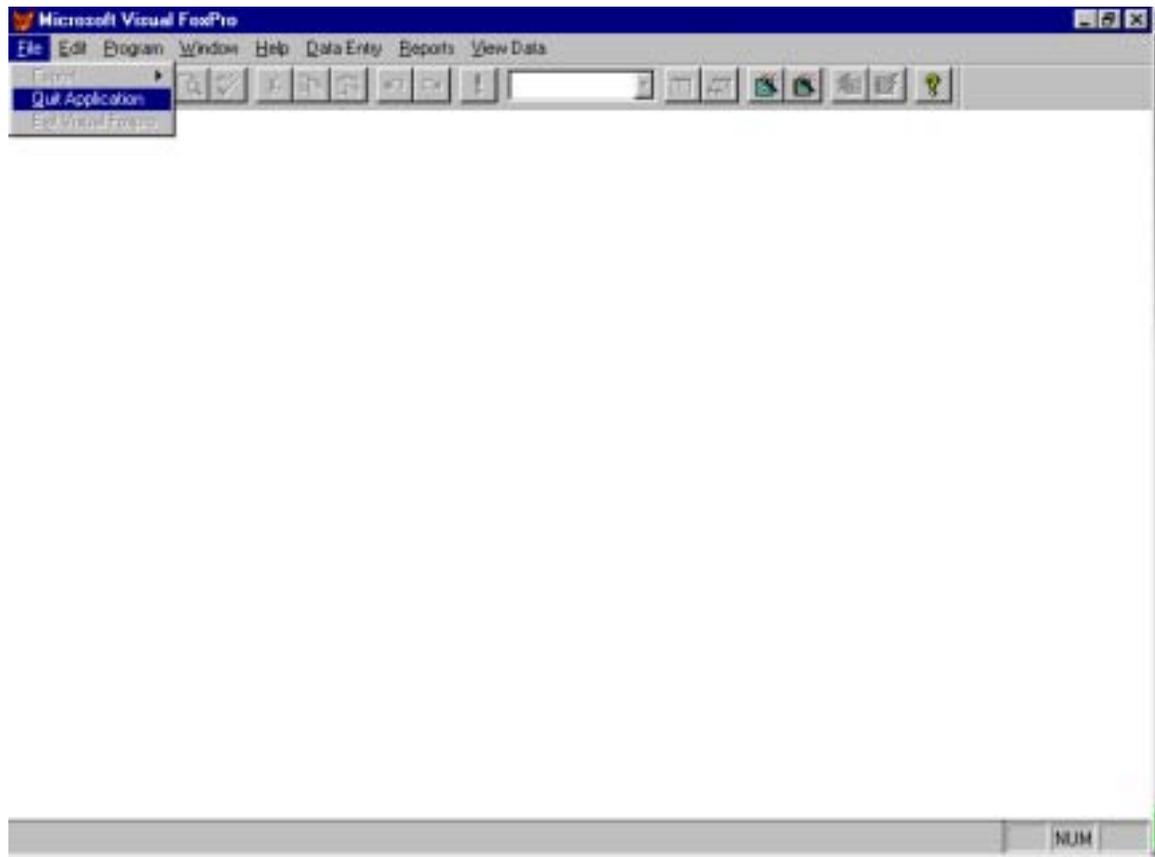


Backup

All files ending in the extensions .dbf, .fpt, and .cdx need to be backed up after making **additions**. Periodically these files need to be added to the master data file. Any changes to existing records need to be reported to the master file coordinator. These will **NOT** be made to master unless they are reported in writing. Remember, while this is not on a network you must be careful about the way changes are made.

Exit Application

Exit each screen by clicking on the Return or Exit button. Once you have pressed the Exit button to exit from the Welcome screen you will return to the application's Main Menu. From the Main Menu choose File. Then choose Quit Application.



+See note on next page

+If you entered the application from within Foxpro you will now need to choose File and then choose Exit to actually exit the Foxpro program.

