EUROCAT Data Management Software

Import/Export

Import

European Commission

Introduction

- DMS allows to import data in bulk (alternatively to manual entry), either individual cases (section 1) or denominators (section 2). The import file should preferably be a *.csv* file (see page 6).

- It is also possible to import aggregated data (i.e. number of cases by pregnancy outcome for each anomaly subgroups) (section 3). But there is no added value to use this at local level (results in output will just be exactly the same as the input data). This functionality is rather for the Central Registry that receives aggregated data from associate registries. It is however presented in section 3, in case associate registries want to check that the file prepared for data submission to the Central Registry is correct.

- The import of Multiple malformation results is also for the Central Registry (import of the final MCA verdict once the potential multiples have been reviewed). It is not presented in this document.

Table of contents

Table of contents

1. Import individual cases

Import individual cases

Prepare the .csv file

- The import file should contain the variables described in chapter 2.2.2 of the EUROCAT Guide 1.5.

- As a minimum to allow the import and the output of meaningful indicators, the file should contain the following columns:

  CENTRE, NUMLOC, BIRTH_DATE, SEX, TYPE, NBRBABY, SURVIVAL, GESTLENGTH, WHENDISC, SYNDROME, MALFO1, MALFO2, MALFO3, MALFO4, MALFO5, MALFO6, MALFO7, MALFO8

It is however highly recommended to include additional variables listed in chapter 2.2.2, especially core variables and text descriptions.

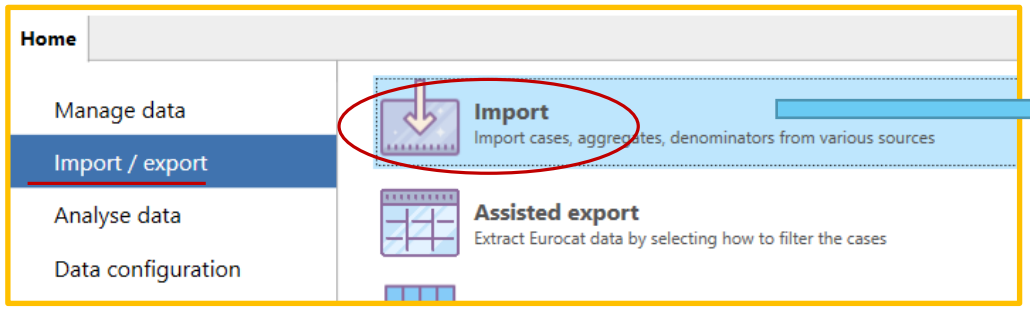
- The coding and format of the variables are described in chapter 2.2.2 of the EUROCAT Guide 1.5.

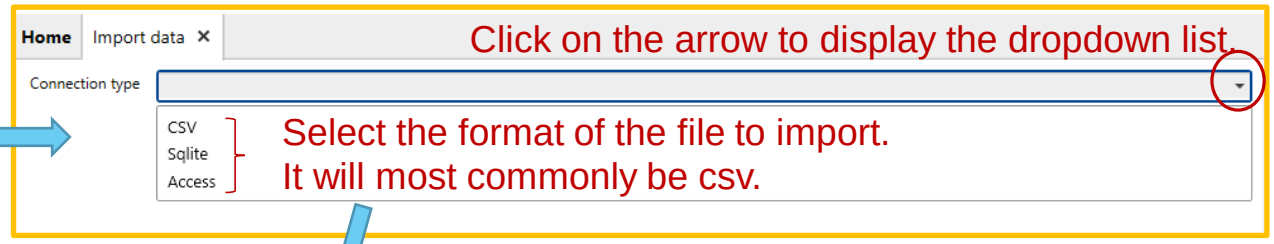
  For dates, DMS accepts the following formats: DD/MM/YYYY, YYYY/MM/DD, 2020/10/XX, 2010/XX/XX. It also accepts old EDMP formats: DDMMYY, 99MMYY, 9999YY, 999944, but it is better not to mix the formats.

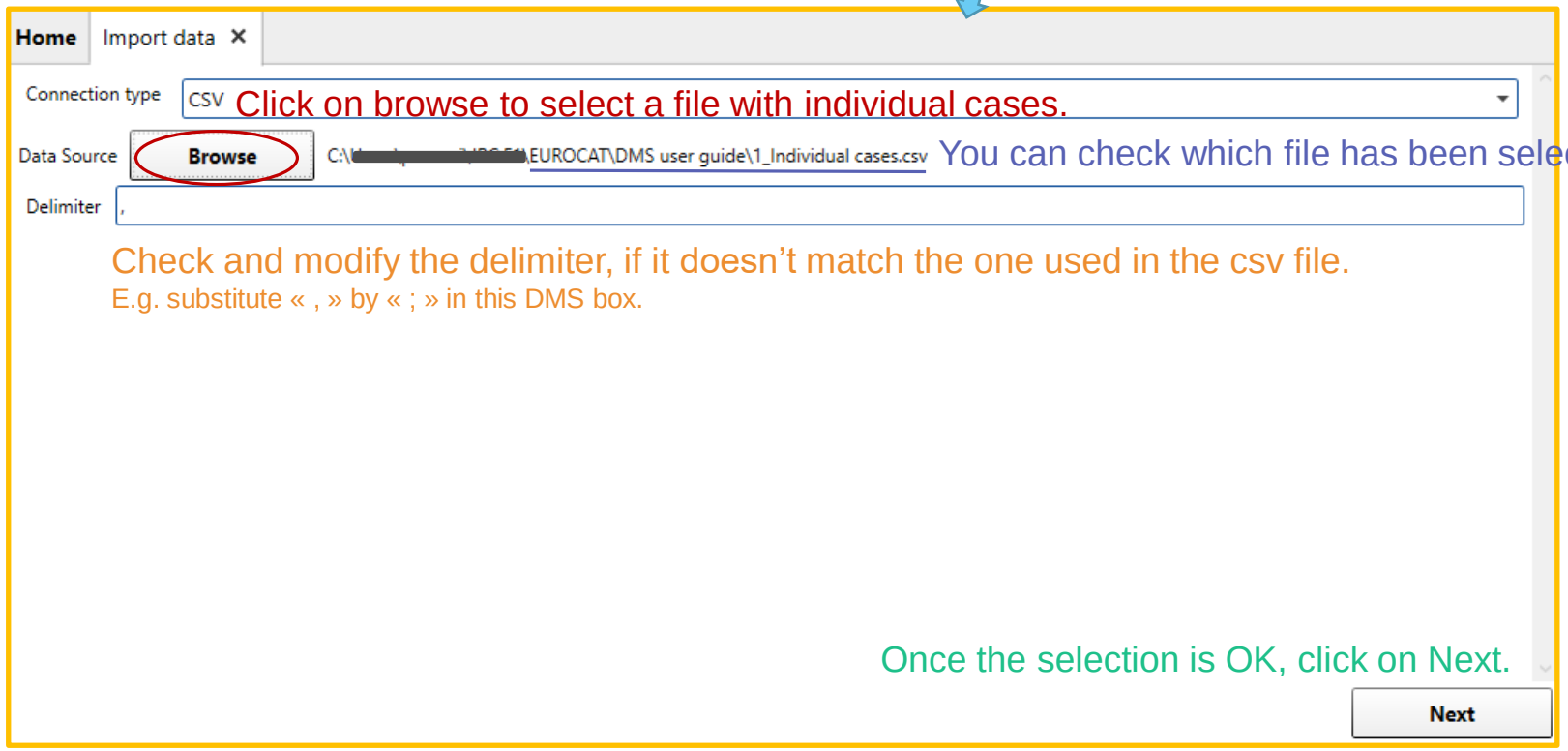
  If you need more details, please contact the Central Registry.

Import individual cases

Select the file to import

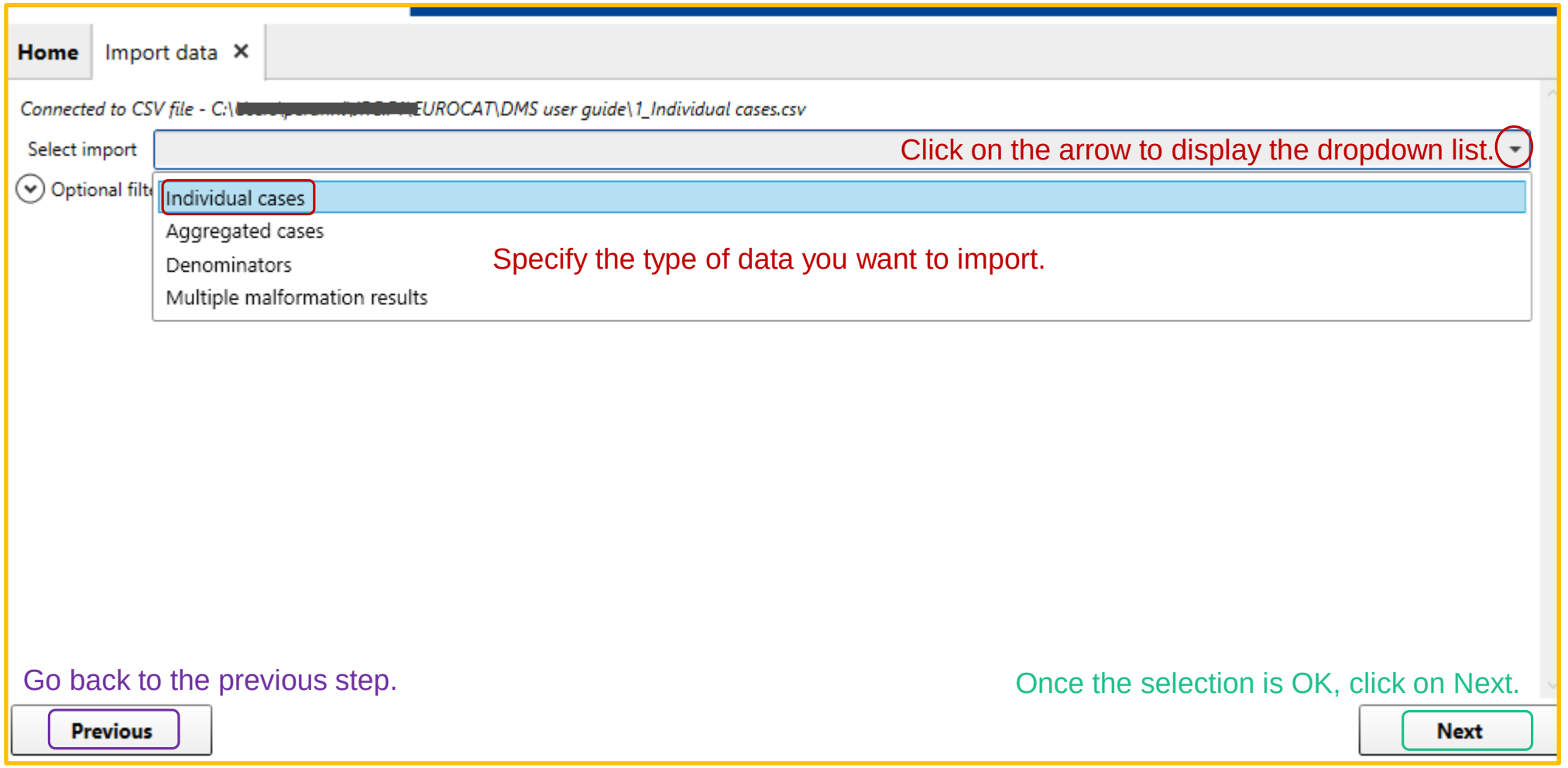






Import individual cases

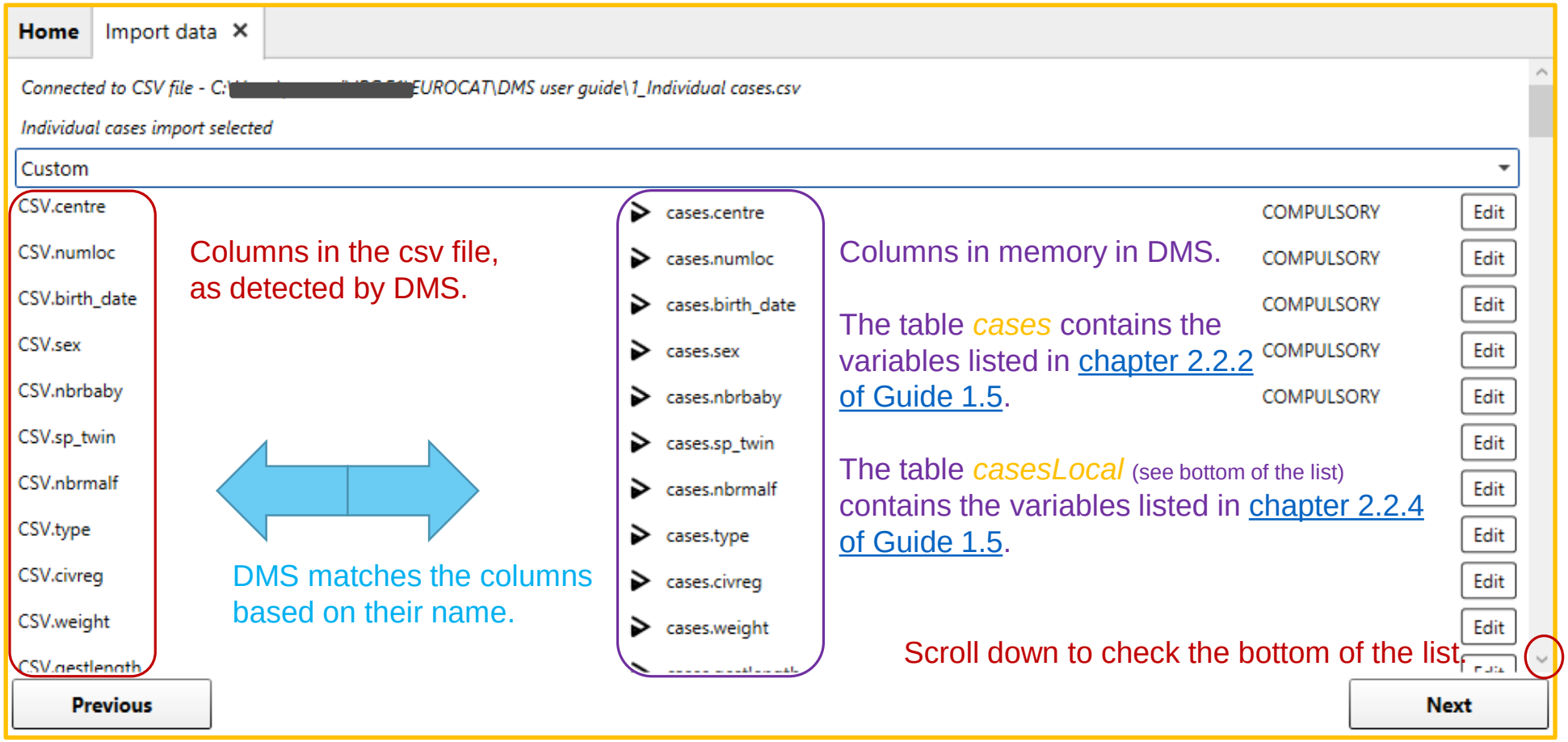
Specify the type of data to import



Import individual cases

Matching columns

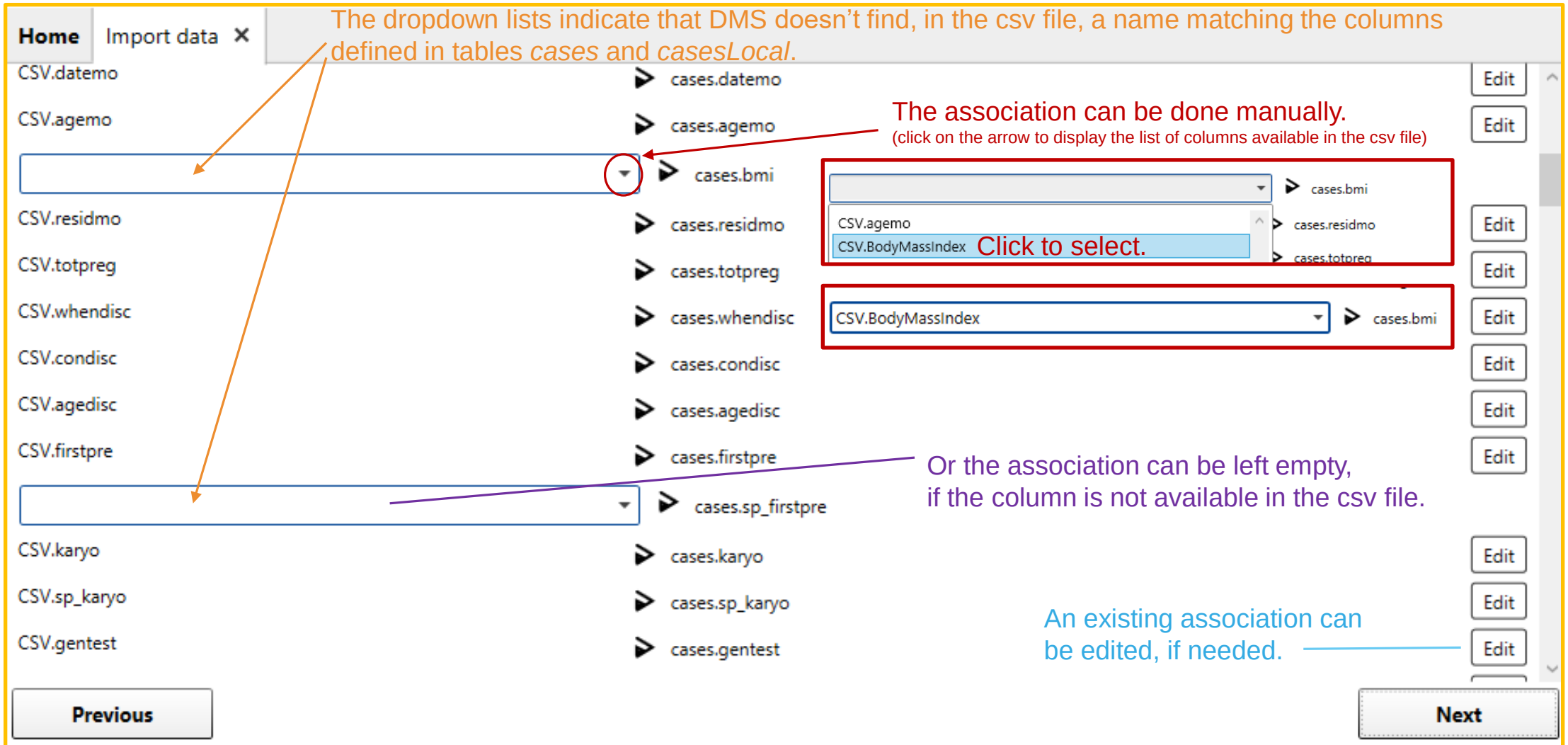
The next screen allows to check how DMS recognises the columns in the csv file and matches them with the columns it has in memory (table *cases* and *casesLocal,* see chapter Export – Preliminary notions for further detail). The association is based on the name of the columns.



Import individual cases

Matching columns - modify

In case DMS does not recognise a column in the csv file, it is indicated as a dropdown list.



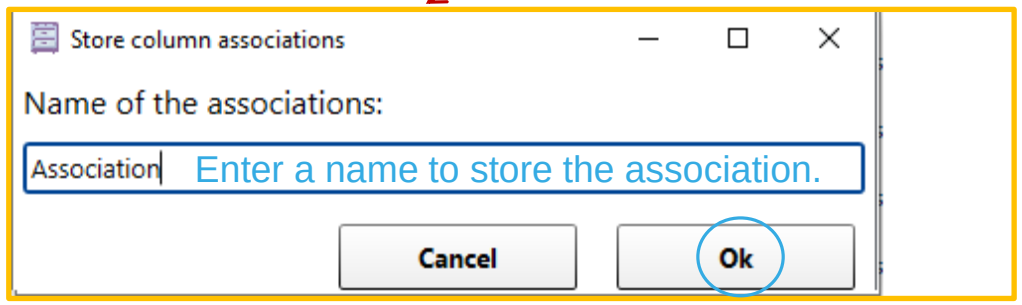
Import individual cases

Matching columns – save association

At the bottom of the columns list (scroll down to get there), you can save the association in order to reuse it for future import. This feature allows you to keep the original column names of your local system (i.e. you do not have to rename all the columns according to the DMS names, but you'll have to do the association manually and save it).

Click to save the customised association.

Once the selection is OK, click on Next.

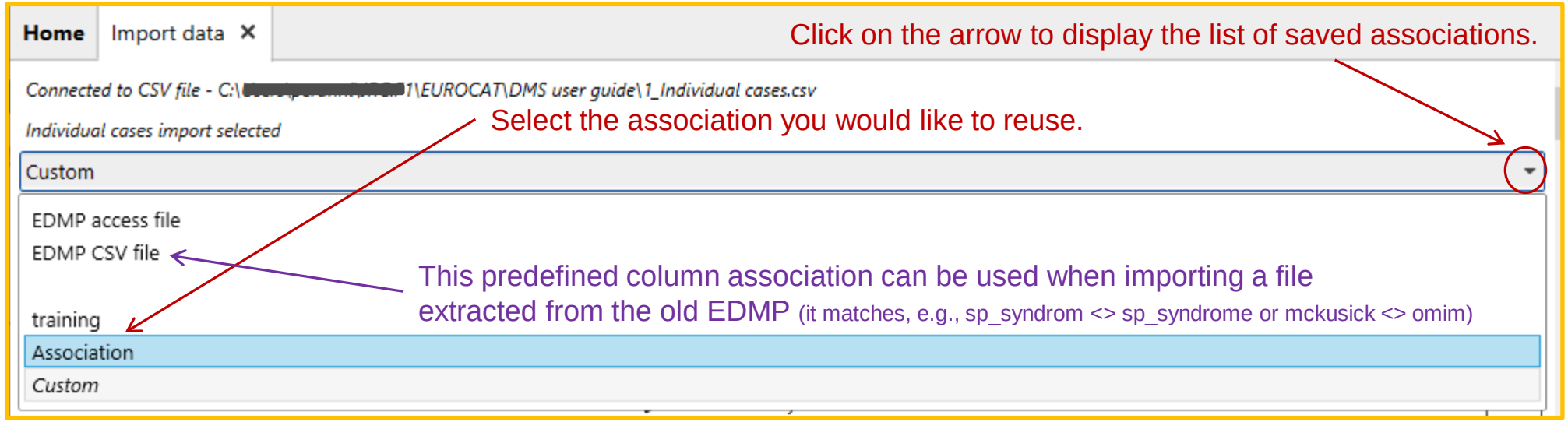


Click on OK to save.

Import individual cases

Matching columns – reuse an association

A saved column association can be reused from the step presented slide 9.

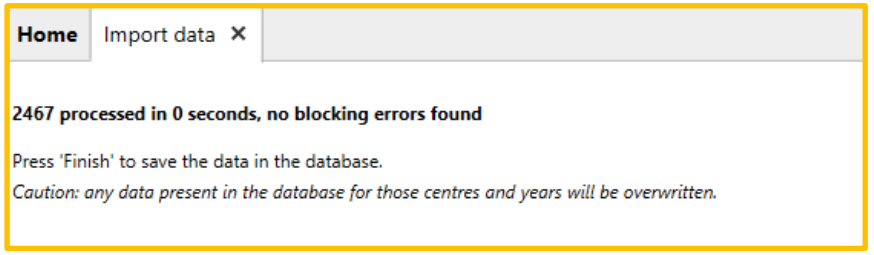


If you have exported the csv file from the previous EUROCAT software (EDMP), you can use the predefined association *EDMP CSV file*, which accounts for the different names between EDMP and DMS.

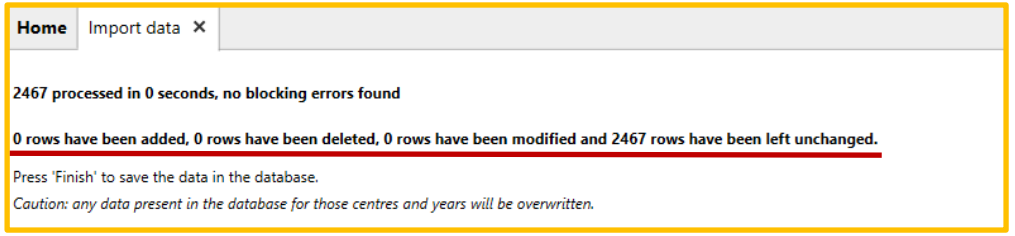
Import individual cases

Finalise the import – preliminary report

After you clicked on Next, DMS analyses the csv file you import and provides a preliminary summary:



If you are re-importing birth years already available in the DMS, the display will look like this:



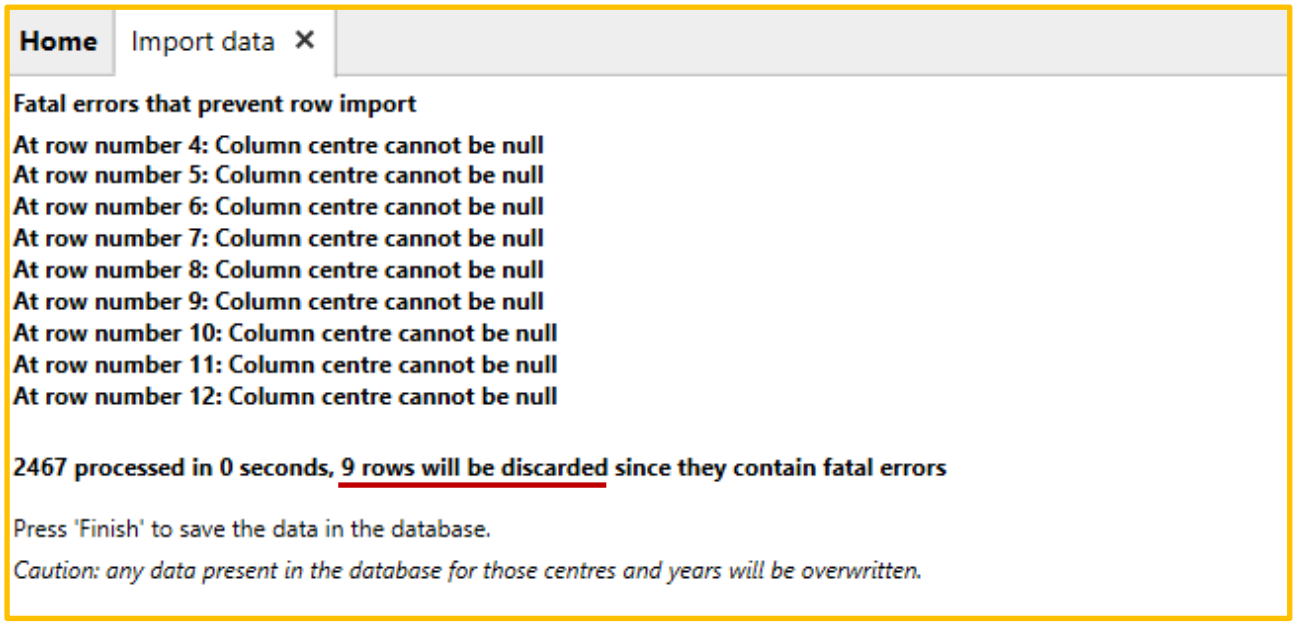
CAUTION !!!!

If you want to modify a birth year already imported in the DMS (i.e. modify, add or delete cases), you need to re-import ALL the cases from that birth year.

Import individual cases

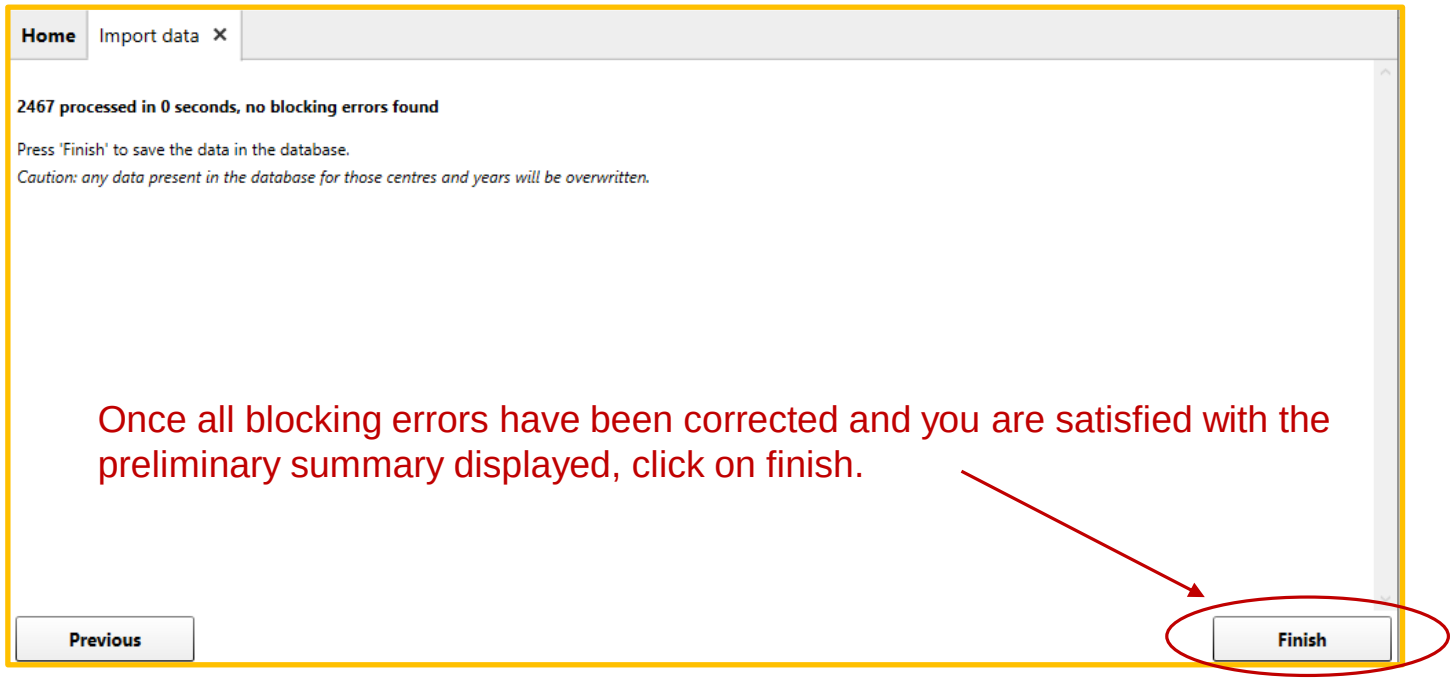
Finalise the import – blocking errors

If your file contains blocking errors, DMS will indicate it at this stage and **discard the rows** with blocking errors. ➔ correct the blocking errors before finishing the import



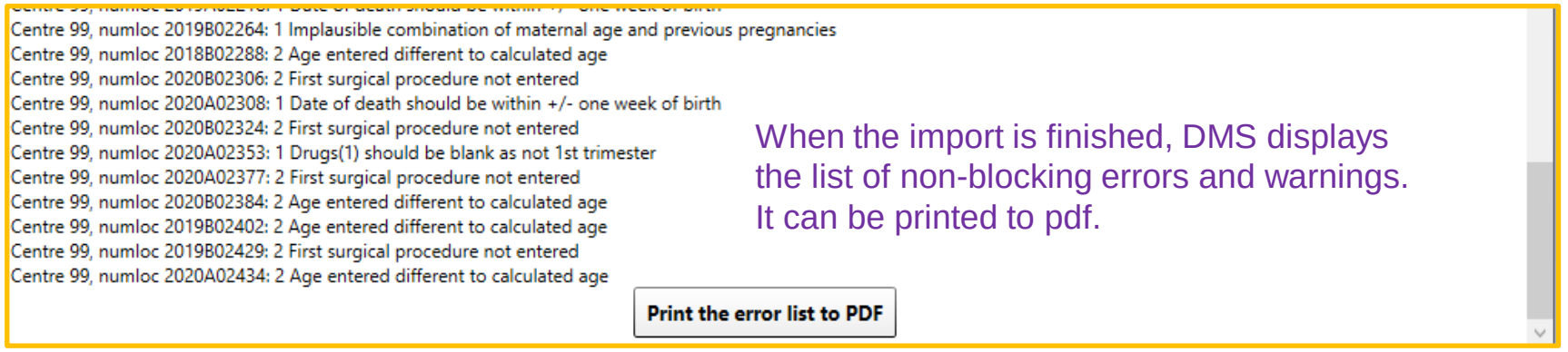
Import individual cases

Finalise the import – finish



At this stage of the import, DMS calculates all the derived variables (cf. chapter 2.2.3 of Guide 1.5), including the classification in subgroups and the group of multiple malformation.

It also performs validation routines (cf. chapter 2.5 of Guide 1.5).



2. Import denominators

Import denominators

Prepare the .csv file

- The import file (*.csv* file) should contain the variables described in chapter 2.4 of the EUROCAT Guide 1.5.

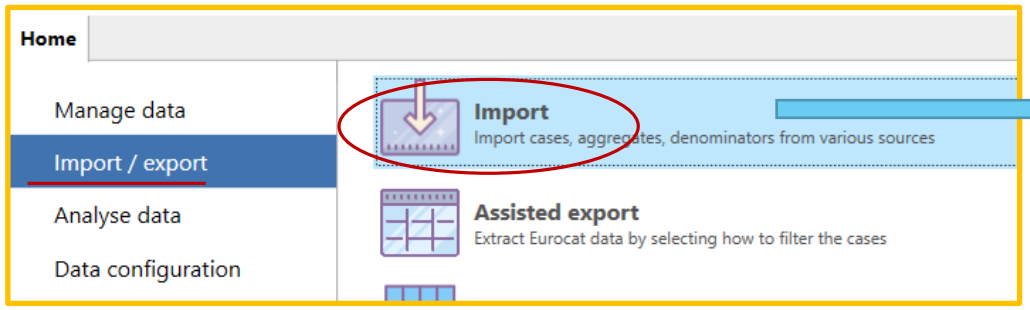
- As a minimum to allow the import, the file should contain the following columns:

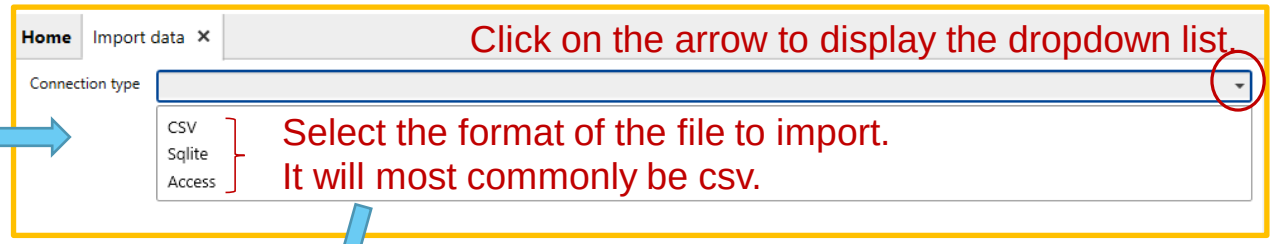
  CENTRE, YEAR OF BIRTH, TOTAL or LIVE BIRTHS

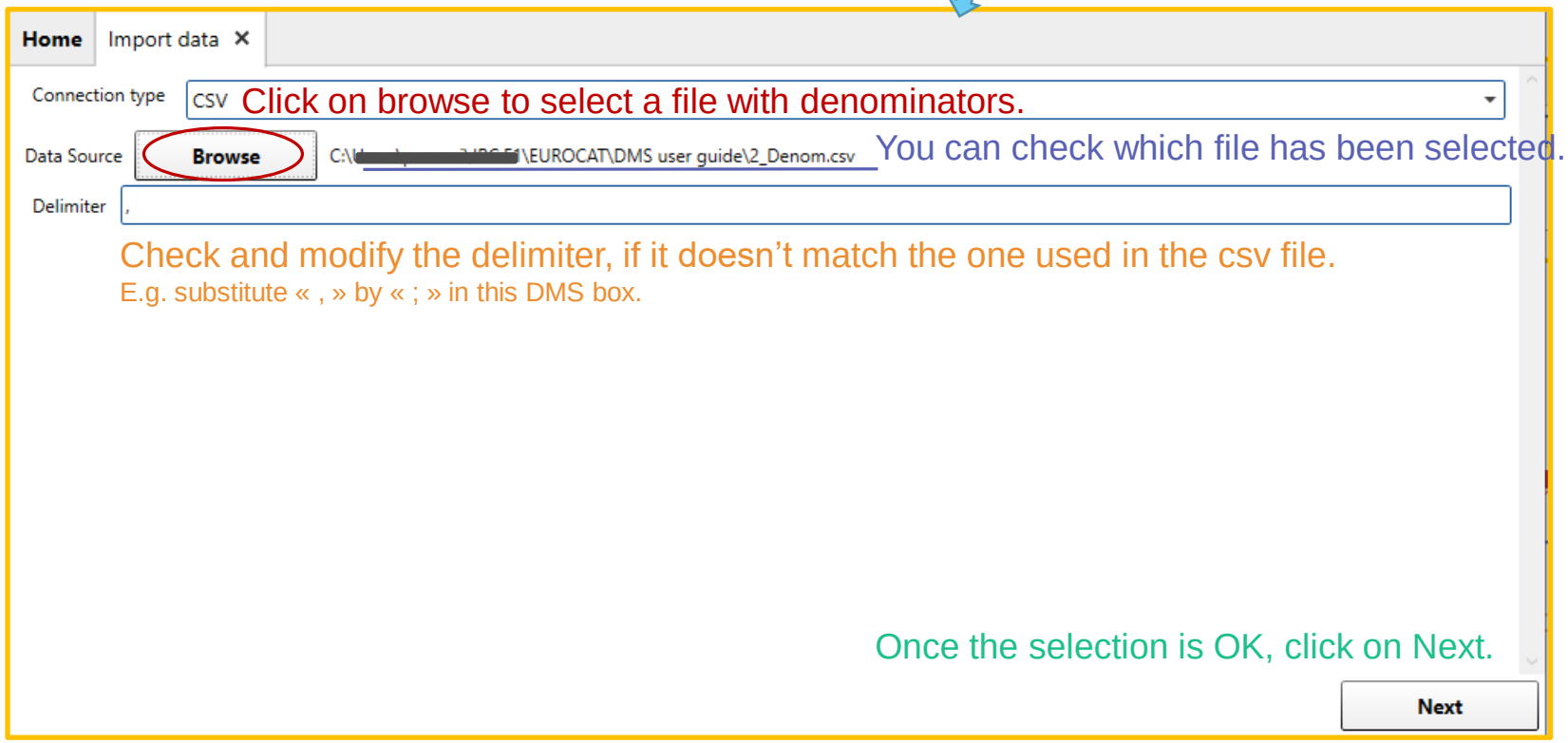
It is however highly recommended to include additional variables listed in chapter 2.4.

Import denominators

Select the file to import

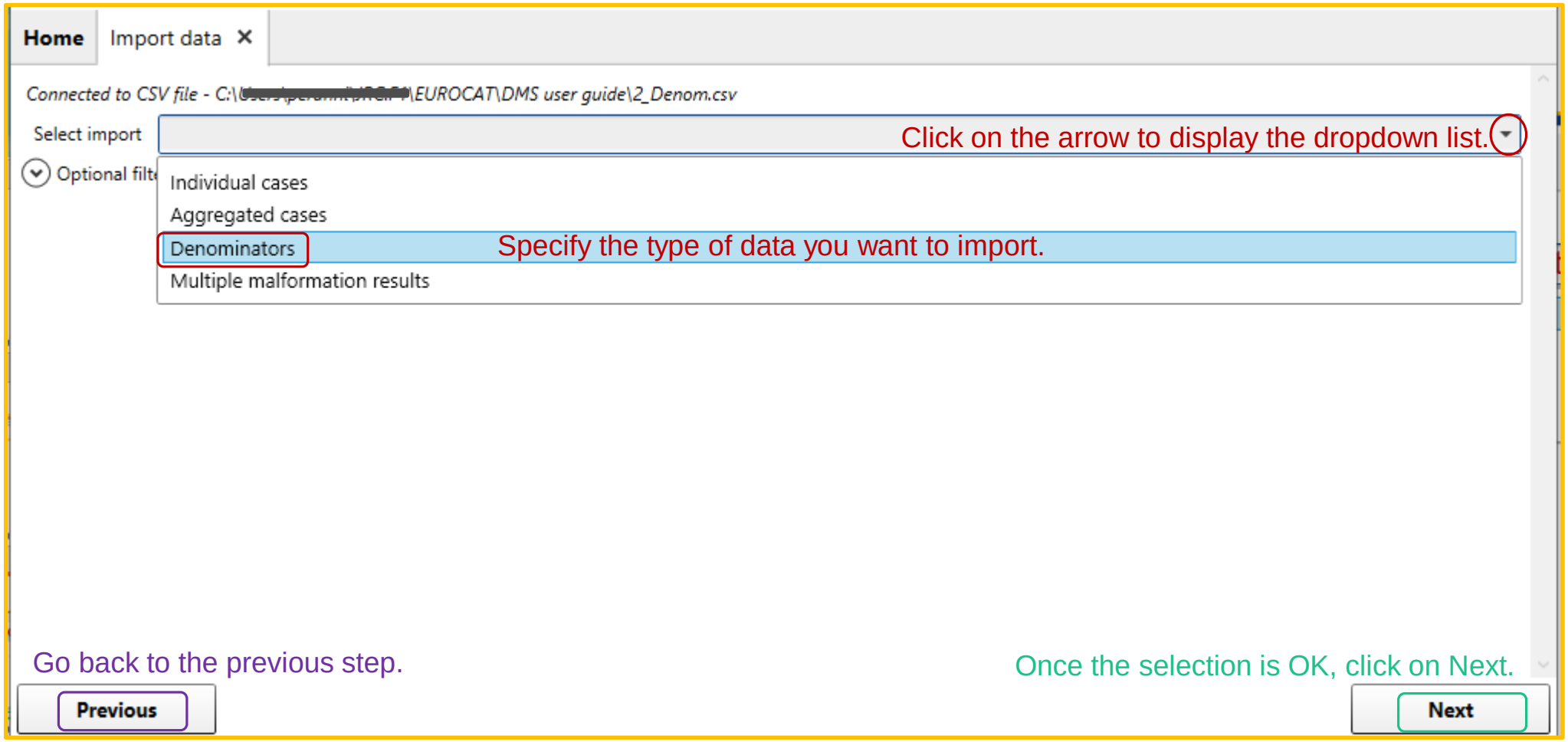






Import denominators

Specify the type of data to import

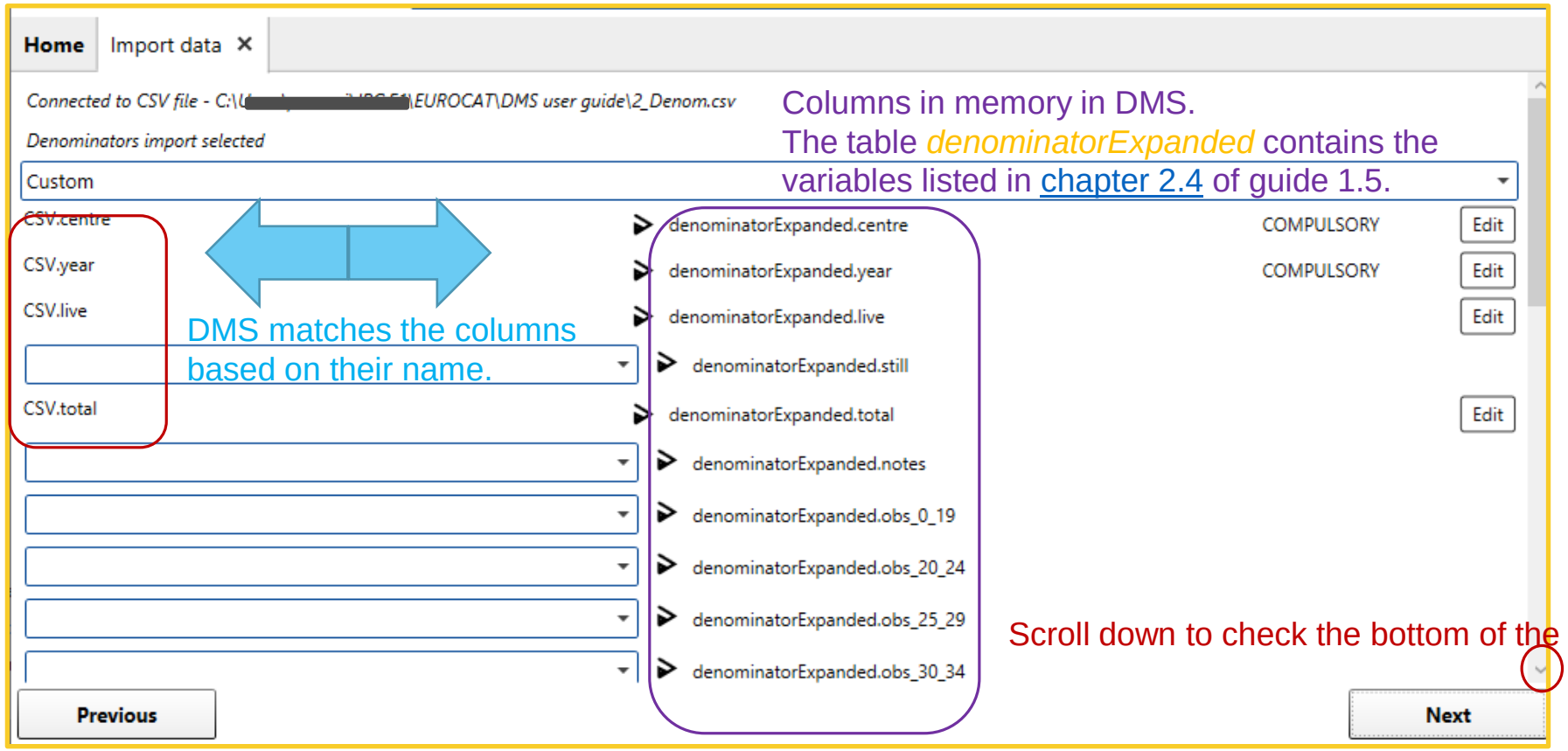


Import denominators

Matching columns

The next screen allows to check how DMS recognises the columns in the csv file and matches them with the columns it has in memory (table *denominatorExpanded*, see chapter Export – Preliminary notions for further detail). The association is based on the name of the columns.

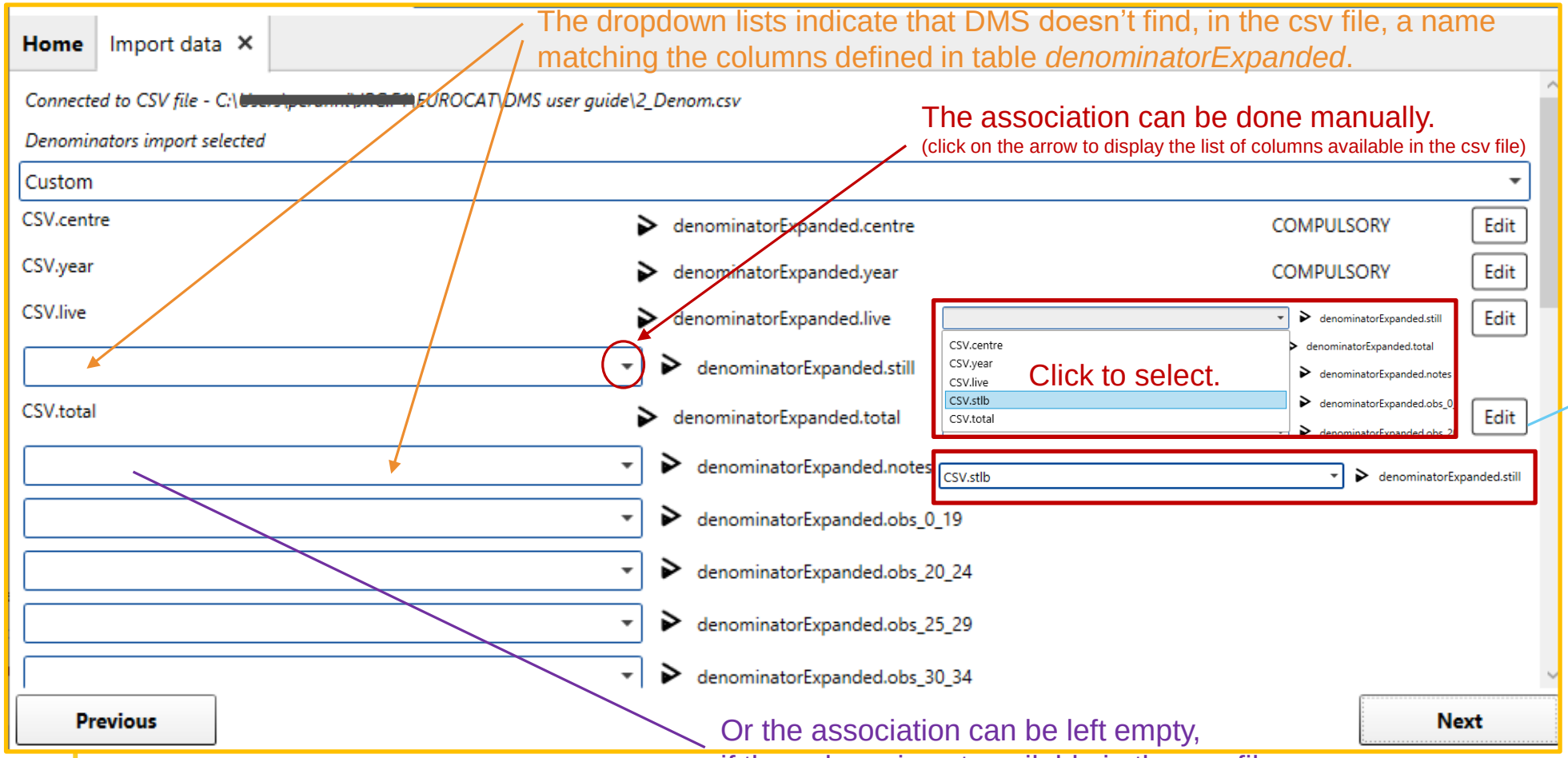
Columns in the csv file, as detected by DMS.



Import denominators

Matching columns - modify

In case DMS does not recognise a column in the csv file, it is indicated as a dropdown list.



The dropdown lists indicate that DMS doesn't find, in the csv file, a name matching the columns defined in table *denominatorExpanded*.

The association can be done manually.
(click on the arrow to display the list of columns available in the csv file)

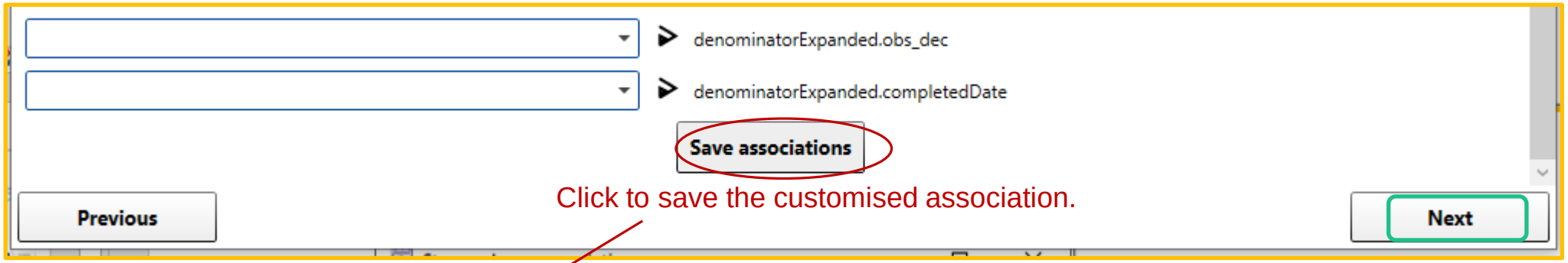
An existing association can be edited,if needed.

Or the association can be left empty, if the column is not available in the csv file.

Import denominators

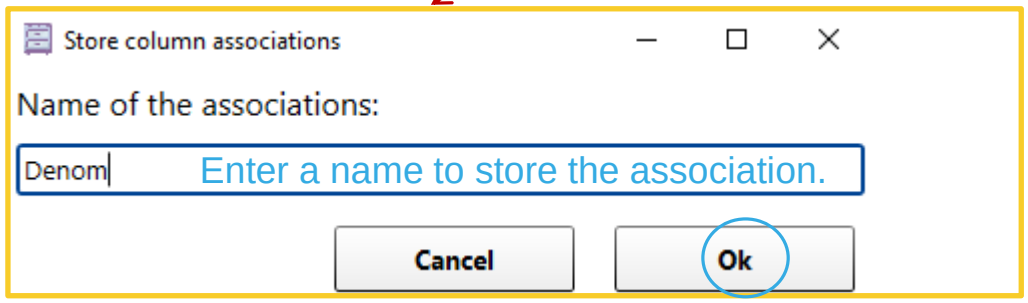
Matching columns – save association

At the bottom of the columns list (scroll down to get there), you can save the association in order to reuse it for future import. This feature allows you to keep the original column names of your local system (i.e. you do not have to rename all the columns according to the DMS names, but you'll have to do the association manually and save it).



Click to save the customised association.

Once the selection is OK, click on Next.



Click on OK to save.

Import denominators

Matching columns – reuse an association

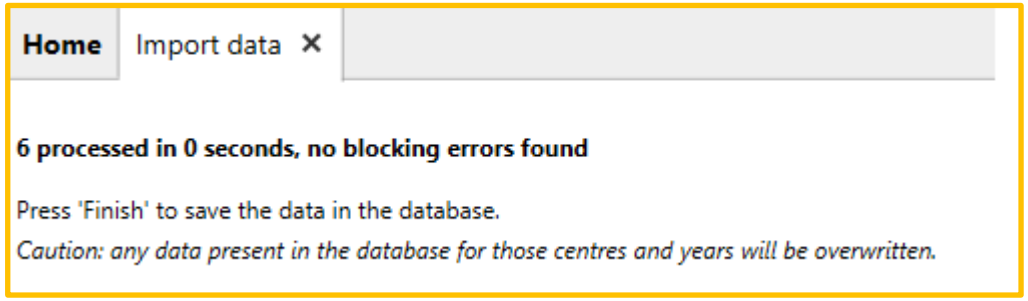
A saved column association can be reused from the step presented slide 20.

If you have exported the csv file from the previous EUROCAT software (EDMP), you can use the predefined association *EDMP CSV file*, which accounts for the different names between EDMP and DMS.

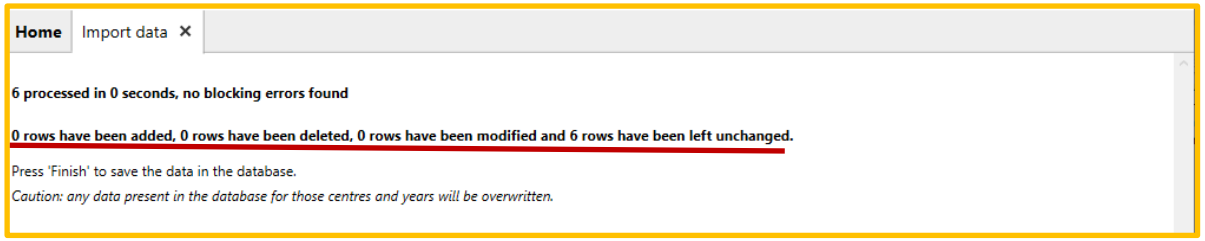
Import denominators

Finalise the import – preliminary report

After you clicked on Next, DMS analyses the csv file you import and provides a preliminary summary:



If you are re-importing birth years already available in the DMS, the display will look like this:



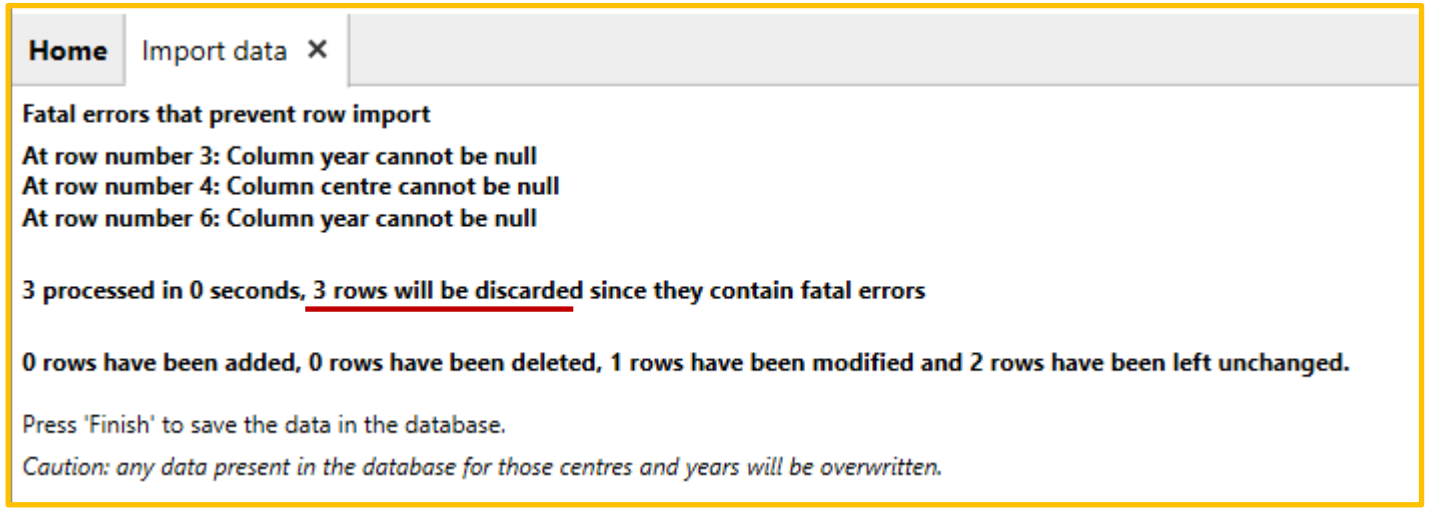
CAUTION !!!!

If you want to modify a birth year already imported in the DMS (i.e. modify, add or delete denominators), you need to re-import ALL the available denominators from that birth year.

Import denominators

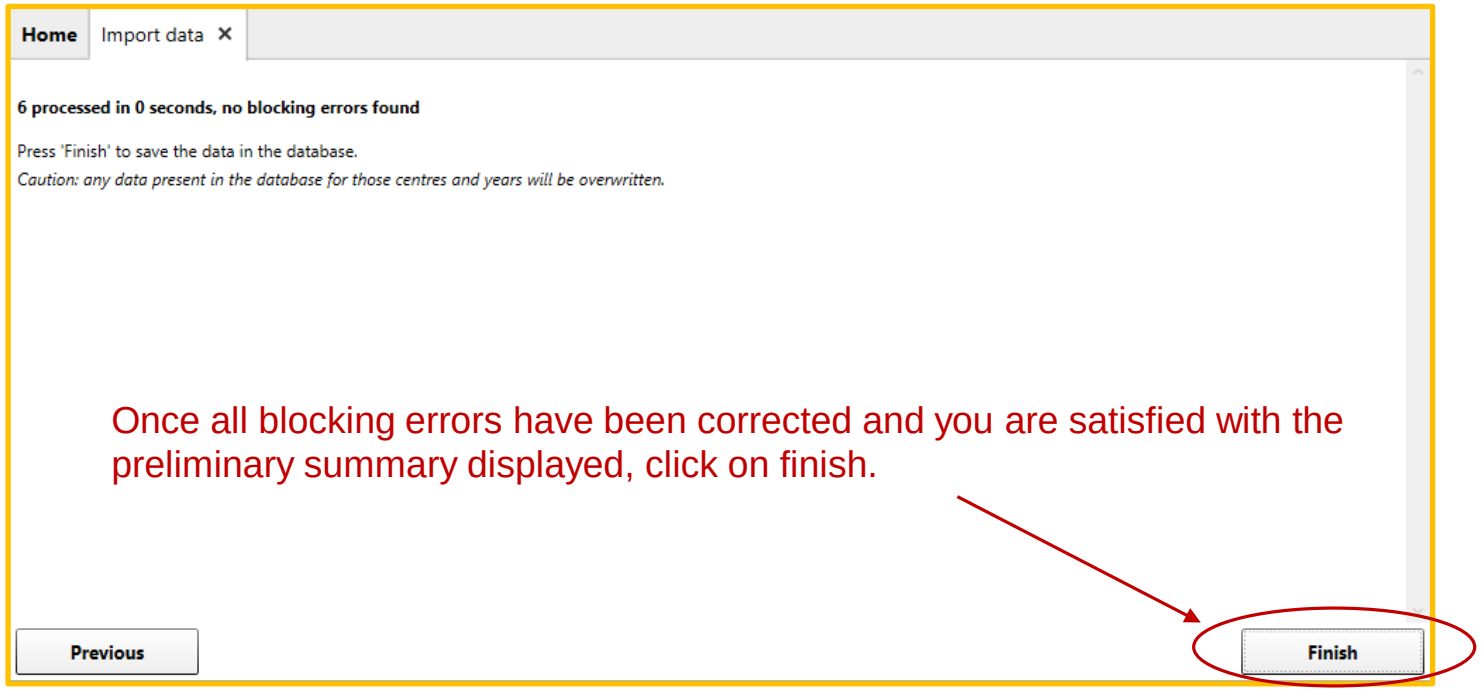
Finalise the import – blocking errors

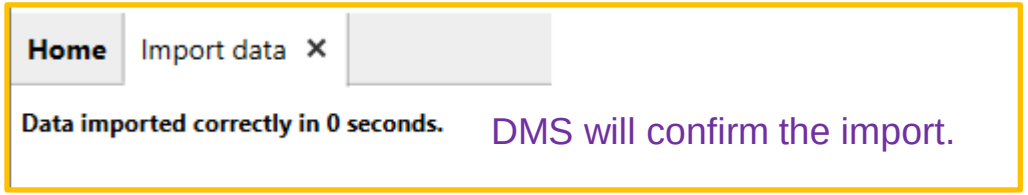
If your file contains blocking errors, DMS will indicate this at this stage and **discard the rows** with blocking errors. ➔ correct the blocking errors before finishing the import



Import denominators

Finalise the import – finish





3. Import aggregated data

Import aggregated data

Prepare the .csv file

- Importing aggregated data is rather a functionality for the Central Registry that receives aggregated data from associate registries. It is however presented here, in case associate registries want to check that the file prepared for data submission to the Central Registry is correct (if it has not been prepared with DMS from individual cases).

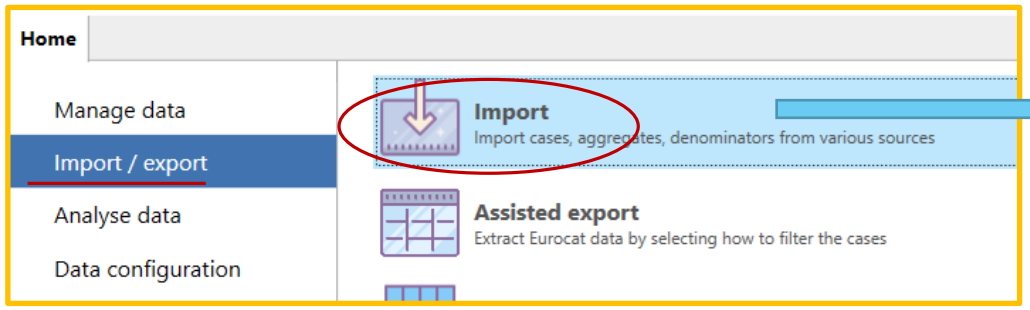
- The import file should contain the variables described in chapter 2.3 of the EUROCAT Guide 1.5.

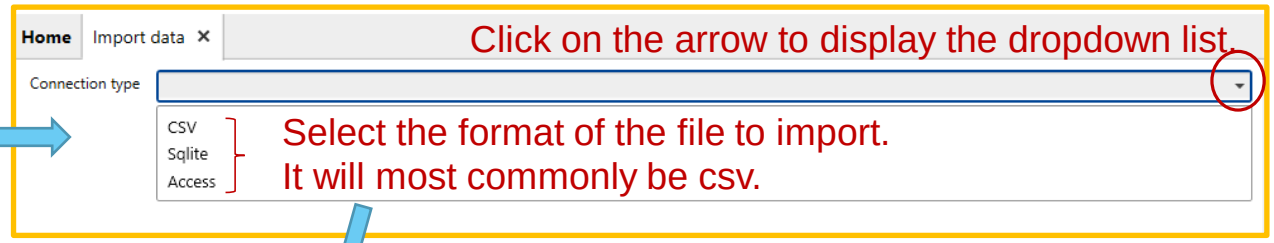
- As a minimum to allow the import, the following columns are compulsory:

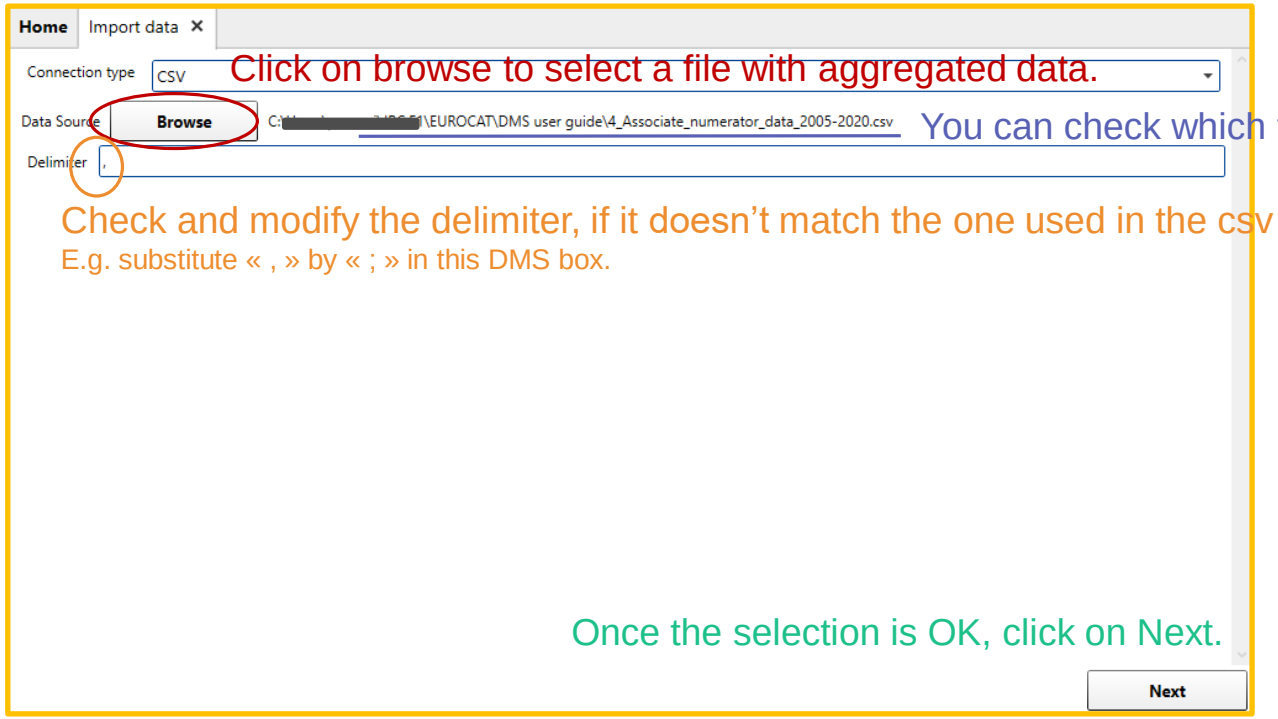
  CENTRE, YEAR OF BIRTH, ANOMALY ID

Import aggregated data

Select the file to import

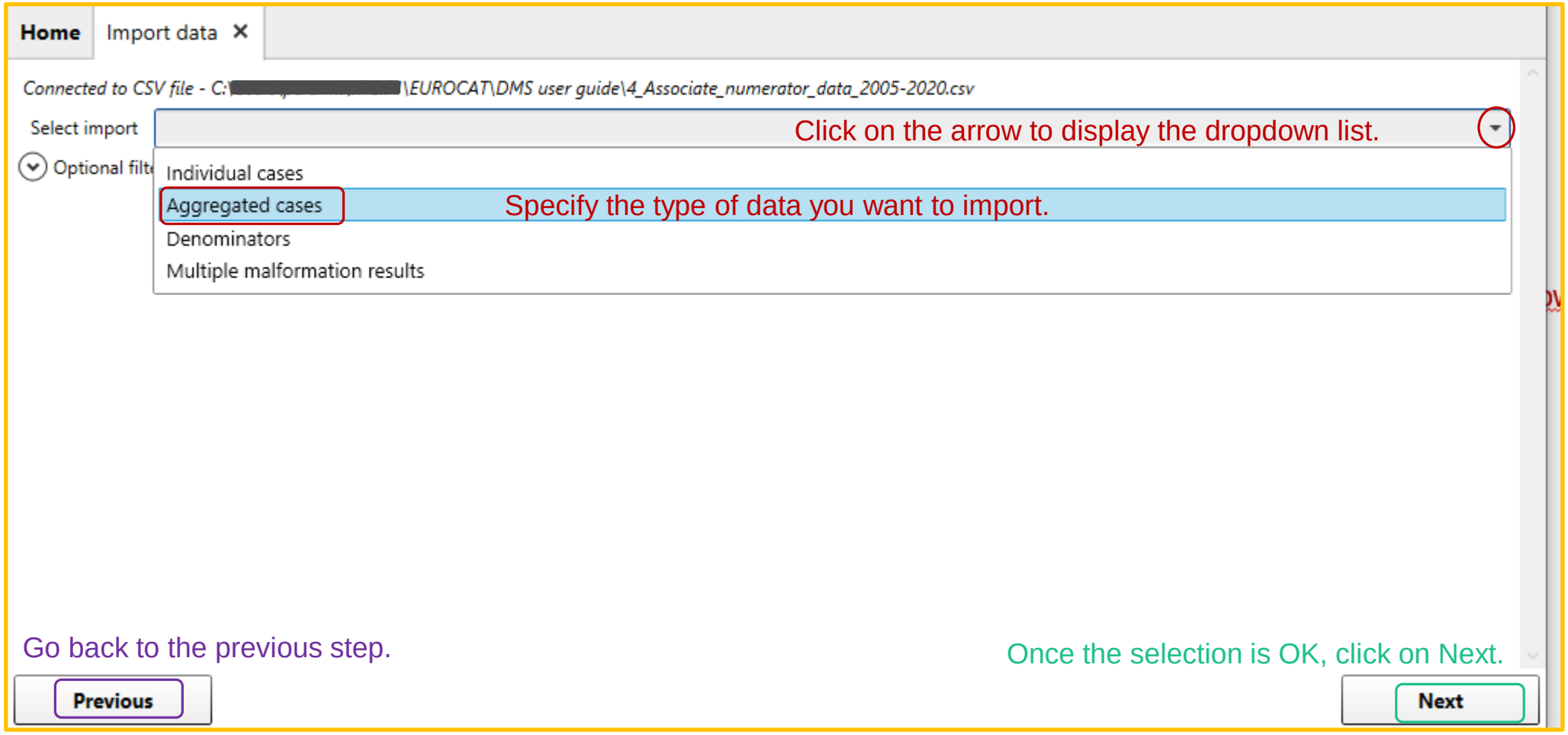






Import aggregated data

Specify the type of data to import



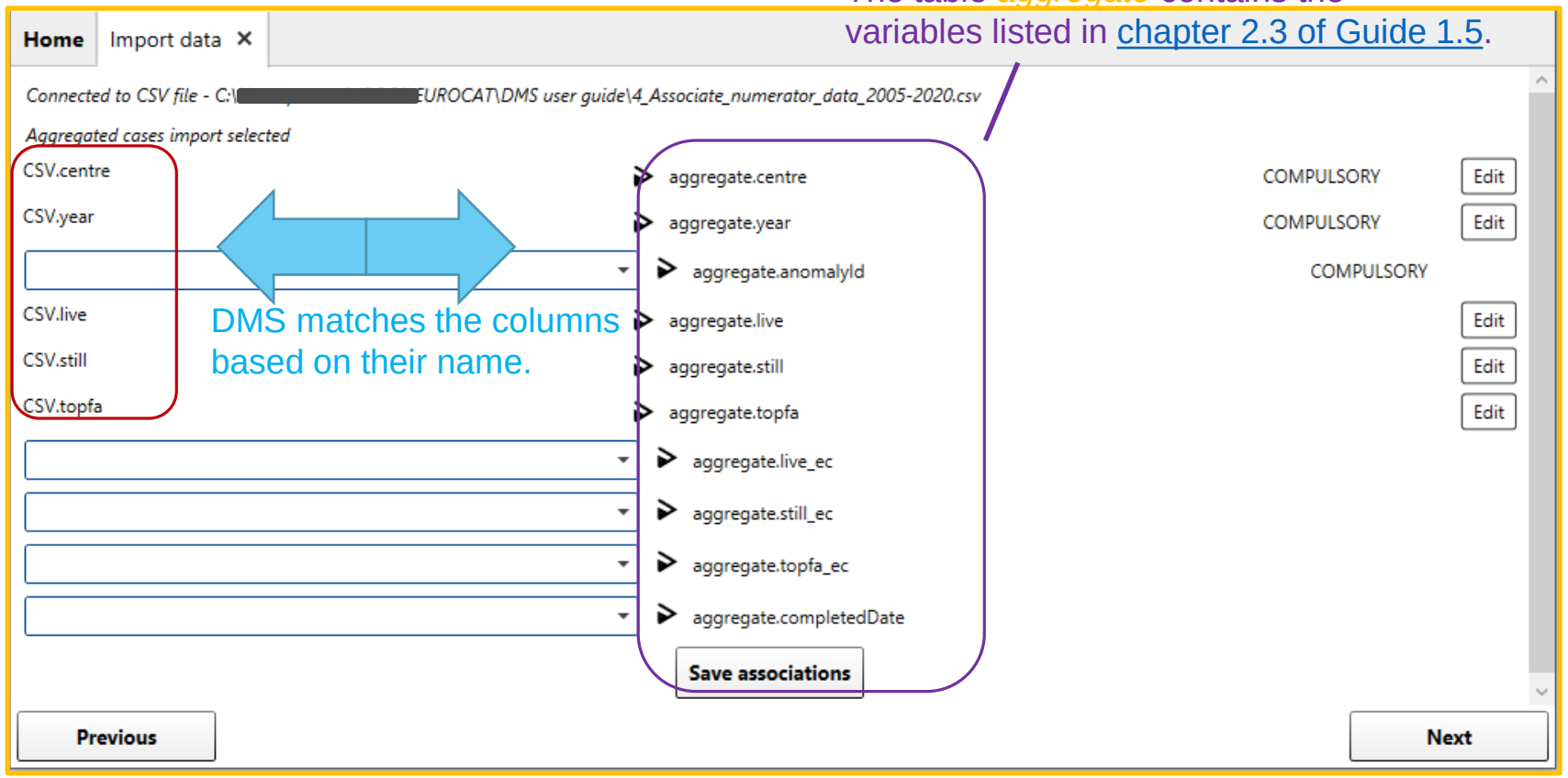
Import aggregated data

Matching columns

The next screen allows to check how DMS recognises the columns in the csv file and matches them with the columns it has in memory (table *aggregate*, see chapter Export – Preliminary notions for further detail). The association is based on the name of the columns.

Columns in memory in DMS.
The table *aggregate* contains the variables listed in chapter 2.3 of Guide 1.5.

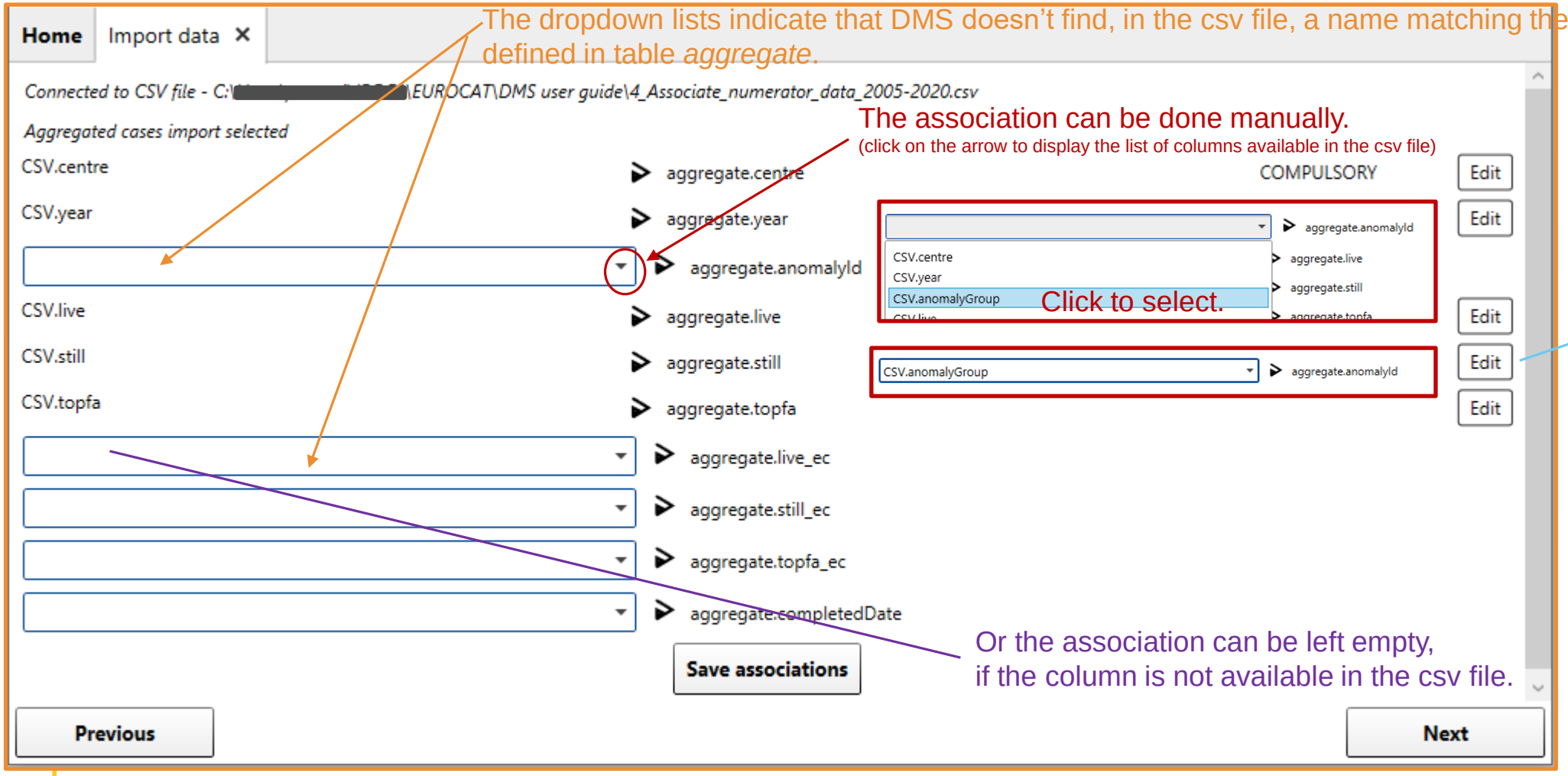
Columns in the csv file, as detected by DMS.



Import aggregated data

Matching columns - modify

In case DMS does not recognise a column in the csv file, it is indicated as a dropdown list.

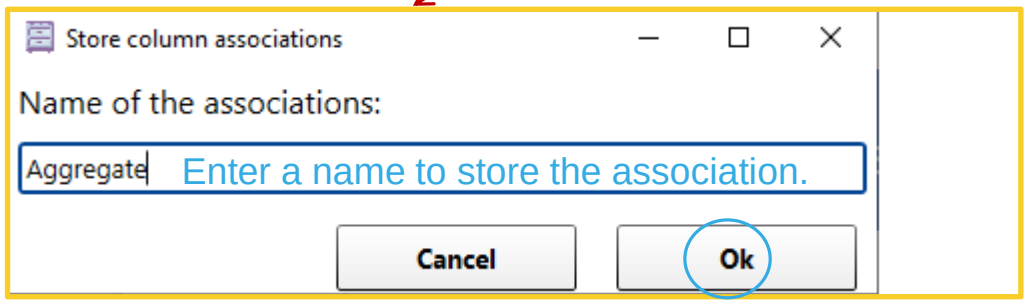


Import aggregated data

Matching columns – save association

At the bottom of the columns list (scroll down to get there), you can save the association in order to reuse it for future import. This feature allows you to keep the original column names of your local system (i.e. you do not have to rename all the columns according to the DMS names, but you'll have to do the association manually and save it).

Once the selection is OK, click on Next.

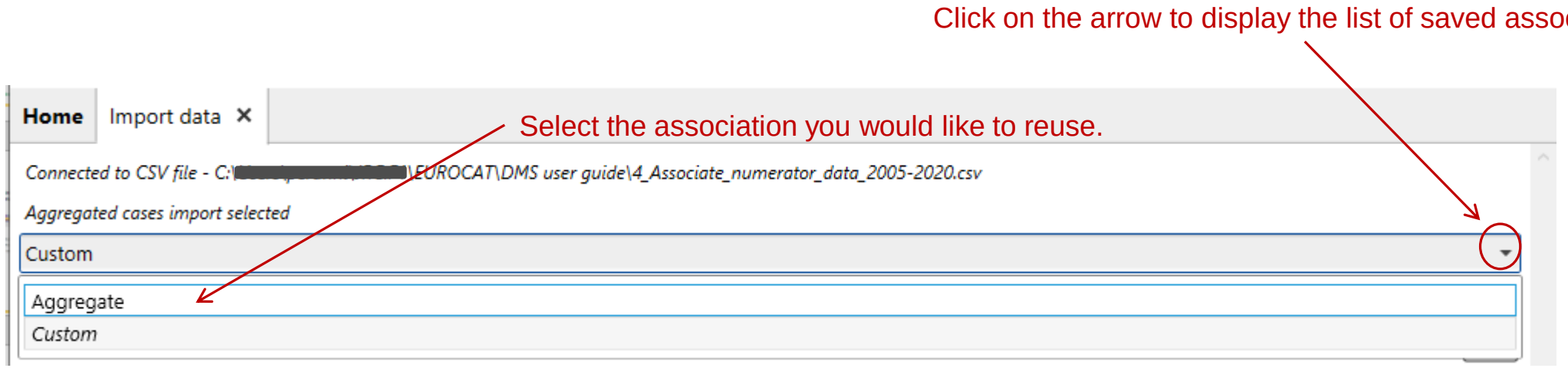


Click on OK to save.

Import aggregated data

Matching columns – reuse an association

A saved column association can be reused from the step presented slide 31.

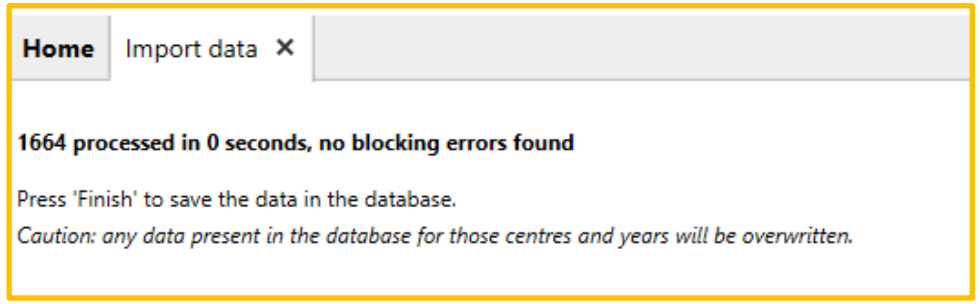


NB: the dropdown list will appear in DMS interface only if there is a least one association saved for aggregated data.

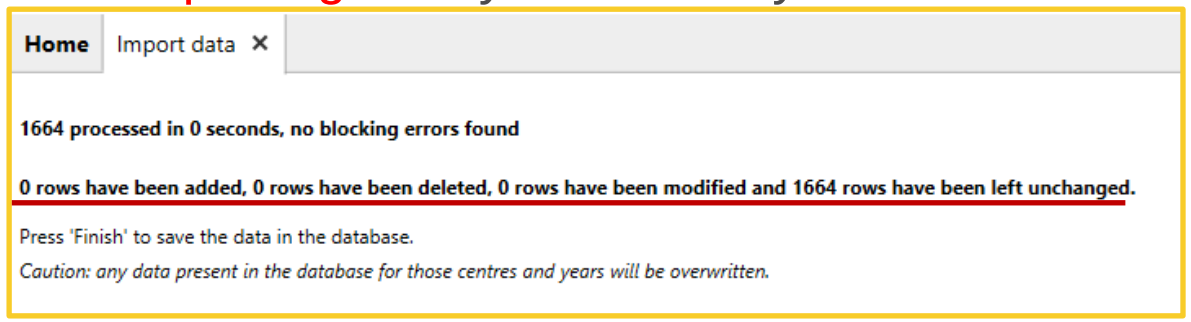
Import aggregated data

Finalise the import – preliminary report

After you clicked on Next, DMS analyses the csv file you import and provides a preliminary summary:



If you are re-importing birth years already available in the DMS, the display will look like this:



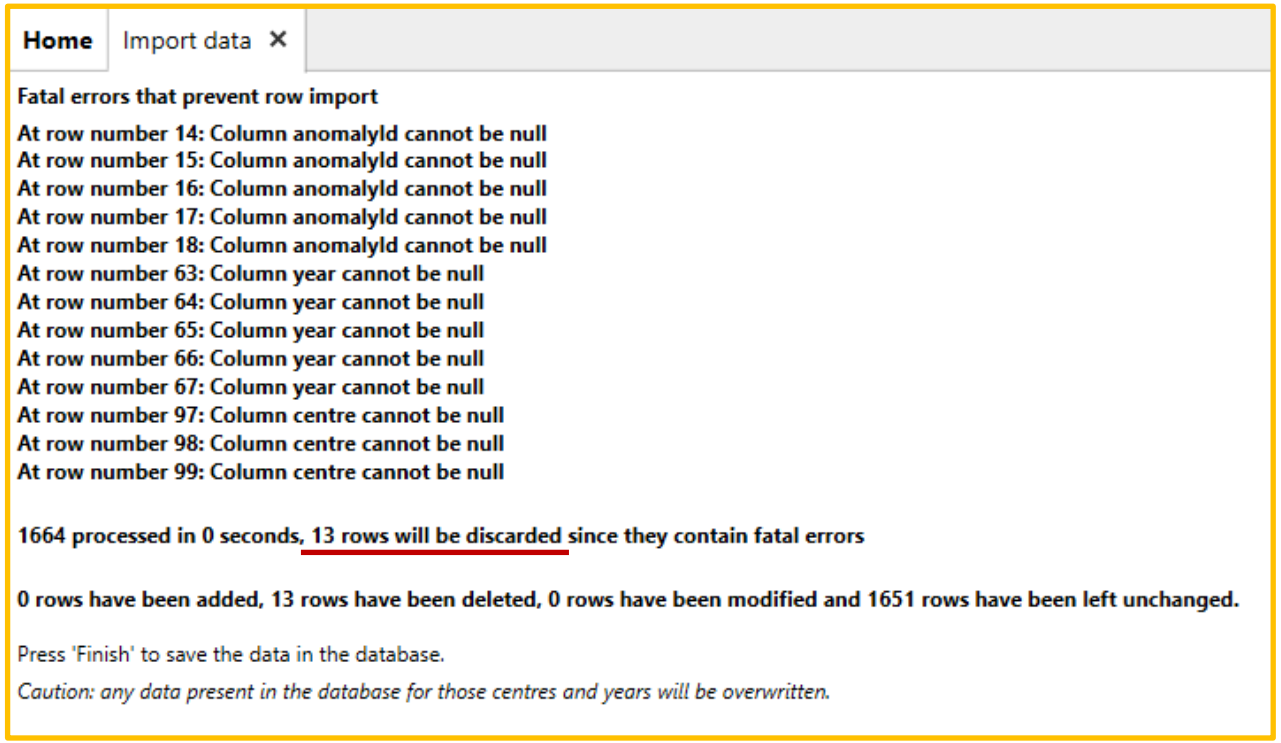
CAUTION !!!!

If you want to modify a birth year already imported in the DMS (i.e. modify, add or delete denominators), you need to re-import ALL the available data from that birth year.

Import aggregated data

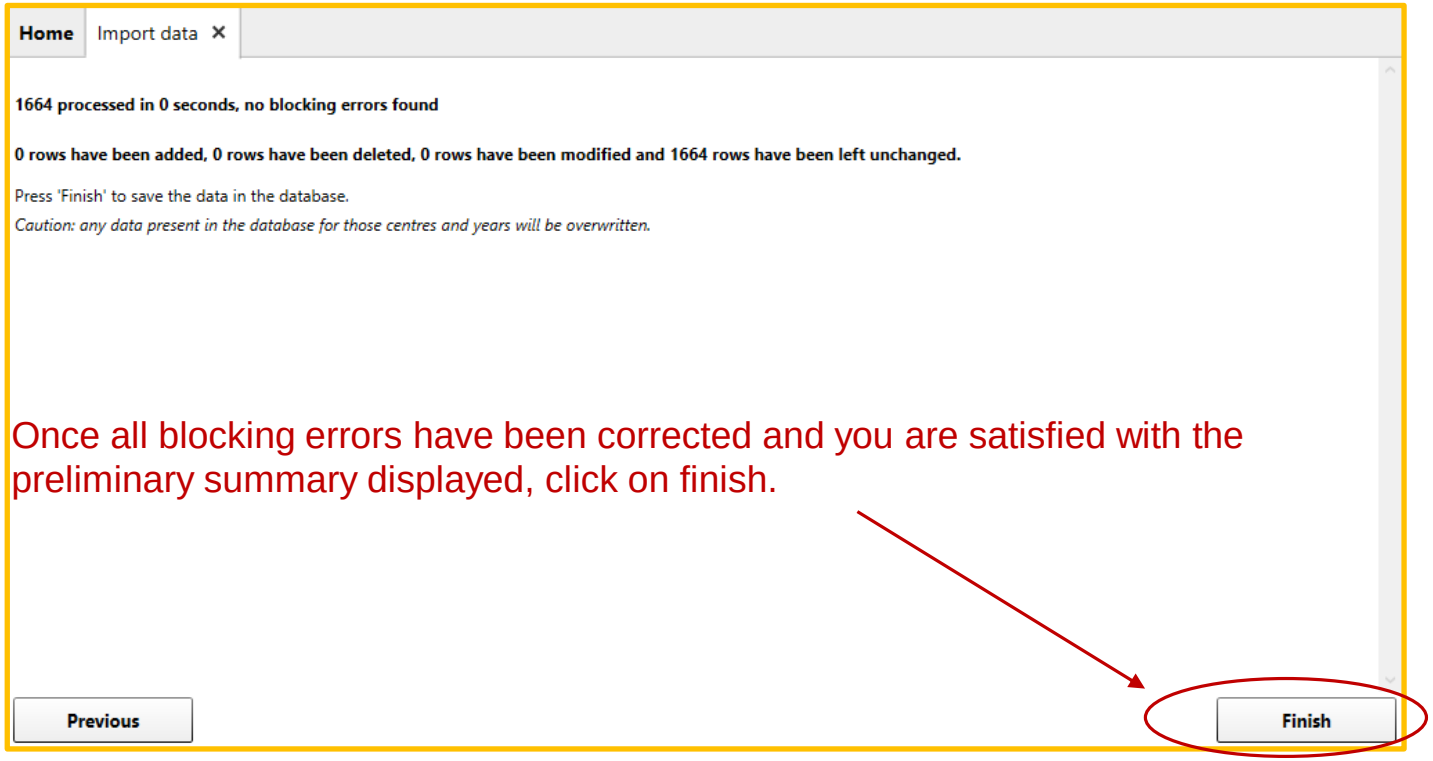
Finalise the import – blocking errors

If your file contains blocking errors, DMS will indicate this at this stage and **discard the rows** with blocking errors. ➔ correct the blocking errors before finishing the import

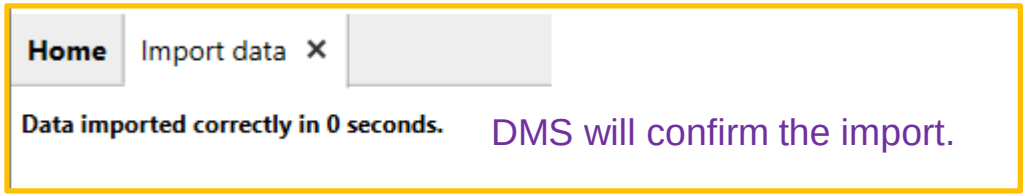


Import aggregated data

Finalise the import – finish



Once all blocking errors have been corrected and you are satisfied with the preliminary summary displayed, click on finish.



DMS will confirm the import.

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