

# EUROCAT Data Management Software

## *Import/Export*

## Share

*Prepare data for the Central Registry*

# Introduction

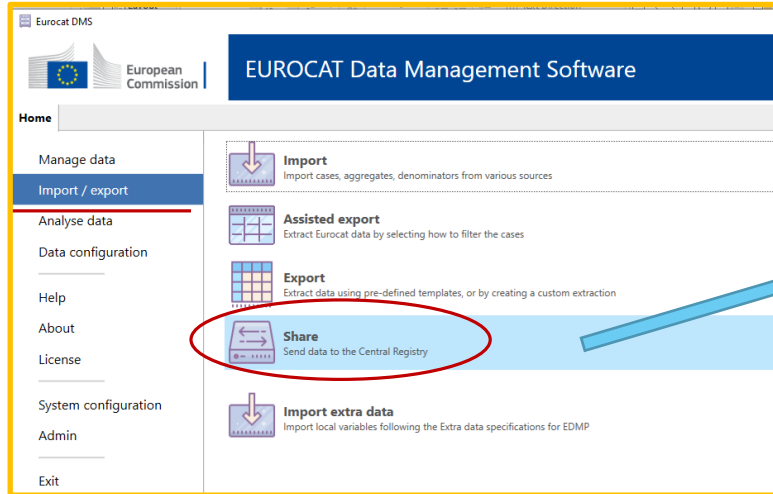
- The section *Home>Import/Export>Share* allows to generate the csv files to share data with the EUROCAT Central Registry.
- You can prepare either **individual cases** ([page 4](#)) or **denominators** ([page 5](#)) or **aggregated data** from individual cases ([page 6](#), for associate registries).
- For individual cases, you can chose between 3 presets for a quick selection of the variables to export:
  - **Full data:** All variables (both Eurocat and local ones) are marked for extraction. See chapter [2.2.2](#) and [2.2.4](#) of the Eurocat Guide 1.5.
  - **Eurocat data:** Only Eurocat variables are marked for extraction. See chapter [2.2.2](#) of the Eurocat Guide 1.5.
  - **Core data only:** Only the core Eurocat variables are marked for extraction. See chapter [2.2.2](#) and [2.2.4](#) of the Eurocat Guide 1.5.
- Once ready, the csv files generated have to be uploaded and sent to the Central Registry through the [data exchange portal](#) (access reserved to a list of authorised users).

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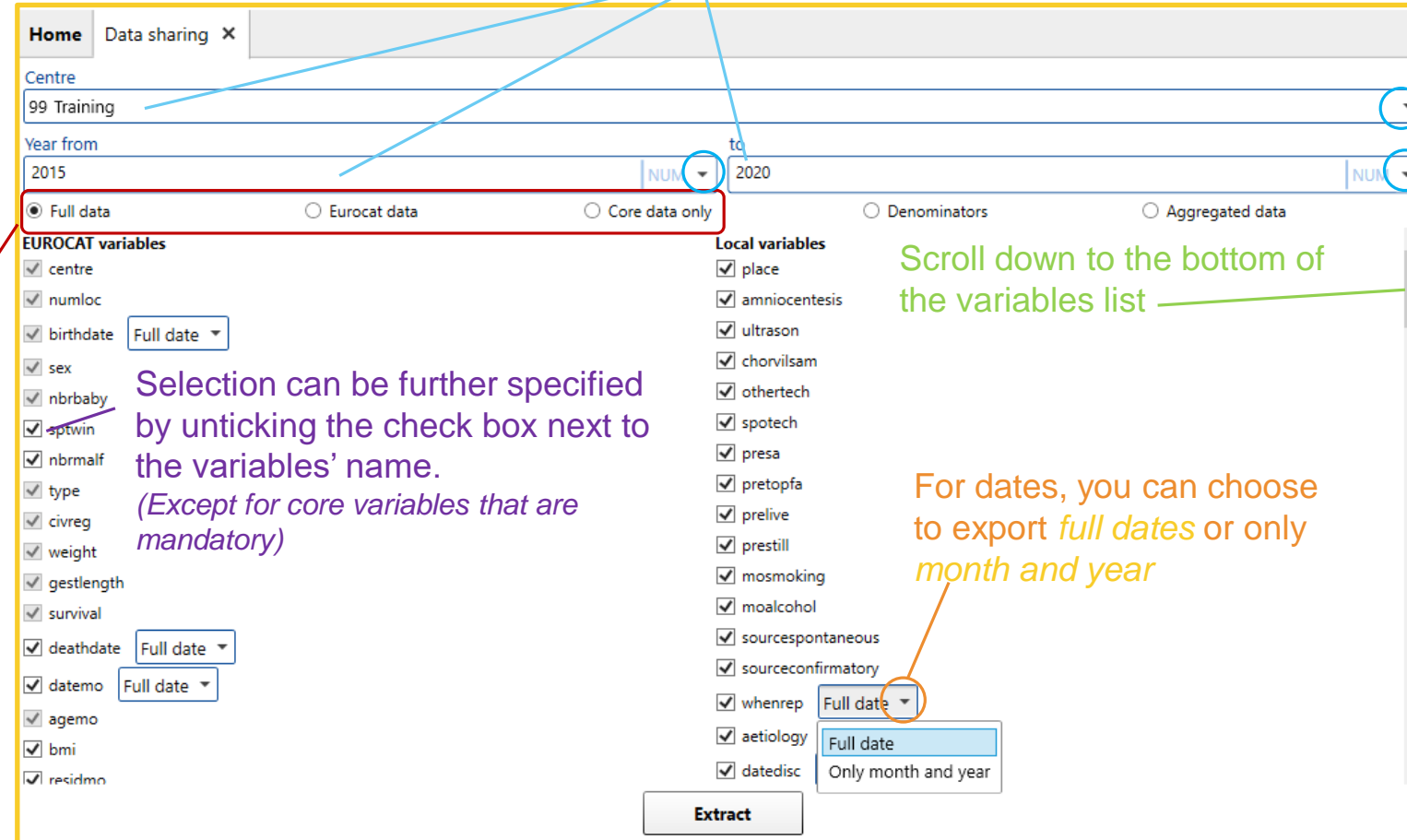
1. Share individual cases
2. Share denominators
3. Share aggregated data
4. Save extraction

# Share individual cases

## Select the data to export



Select the Centre and the years for which you want to extract individual cases.  
(click on the arrows to display the dropdown lists or start typing the name of the registry or the year)



Choose which variables to extract

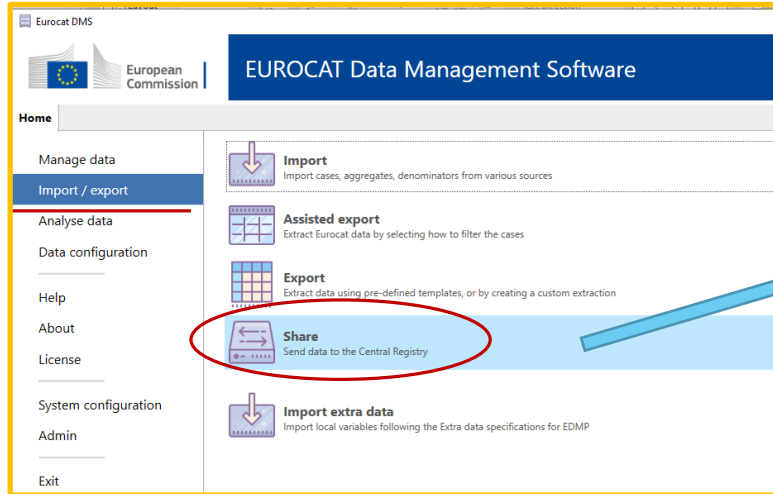
Selection can be further specified by unticking the check box next to the variables' name.  
(Except for core variables that are mandatory)

Scroll down to the bottom of the variables list

For dates, you can choose to export full dates or only month and year

# Share denominators

## Select the data to export

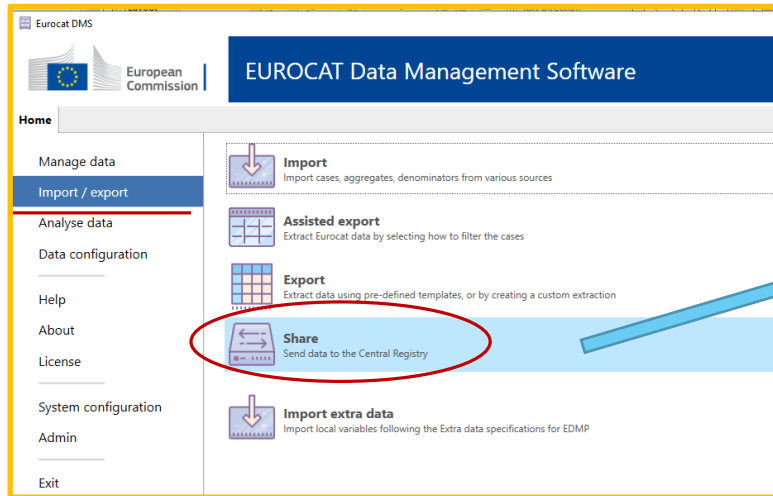


Select the Centre and the years for which you want to extract denominators.  
(click on the arrows to display the dropdown lists or start typing the name of the registry or the year)

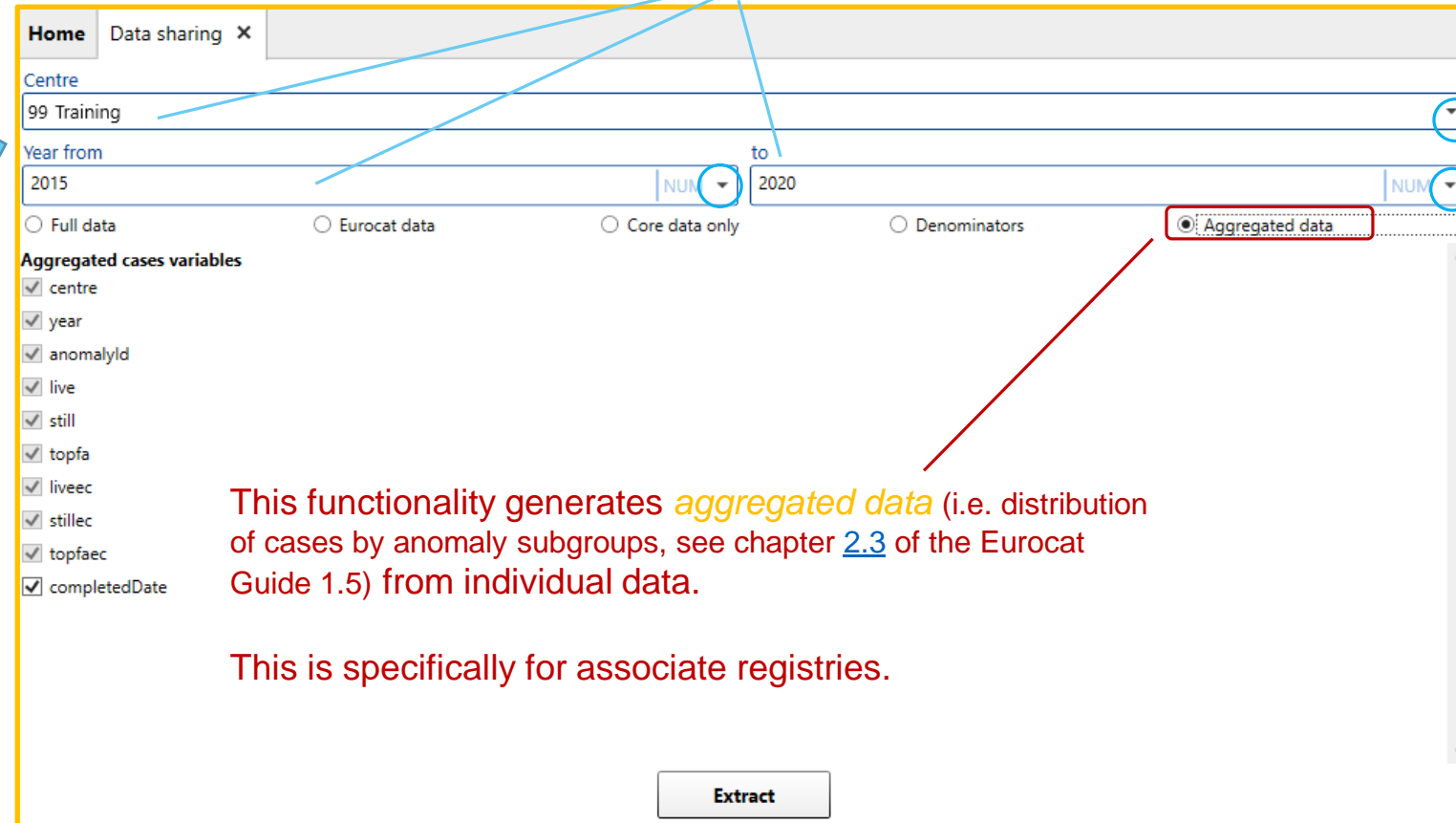
The screenshot shows the 'Data sharing' configuration window. The 'Centre' dropdown is set to '99 Training'. The 'Year from' dropdown is set to '2015' and the 'to' dropdown is set to '2020'. The 'Denominators' radio button is selected. The 'Denominator variables' list includes: centre, year, live, still, total, notes, obs0\_19, obs20\_24, obs25\_29, obs30\_34, obs35\_39, obs40\_44, obs45, obs35, and obs40. All checkboxes are checked. A purple arrow points to the 'notes' checkbox with the text: 'Selection can be further specified by unticking the check box next to the variables' name. (Except for the main denominators)'. A green arrow points to the bottom of the variables list with the text: 'Scroll down to the bottom of the variables list'. An 'Extract' button is at the bottom.

# Share aggregated data

## Select the data to export



Select the Centre and the years for which you want to extract aggregated data.  
(click on the arrows to display the dropdown lists or start typing the name of the registry or the year)



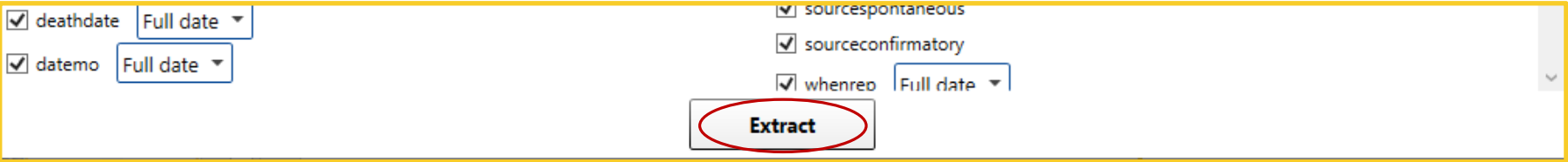
This functionality generates *aggregated data* (i.e. distribution of cases by anomaly subgroups, see chapter 2.3 of the Eurocat Guide 1.5) from individual data.

This is specifically for associate registries.

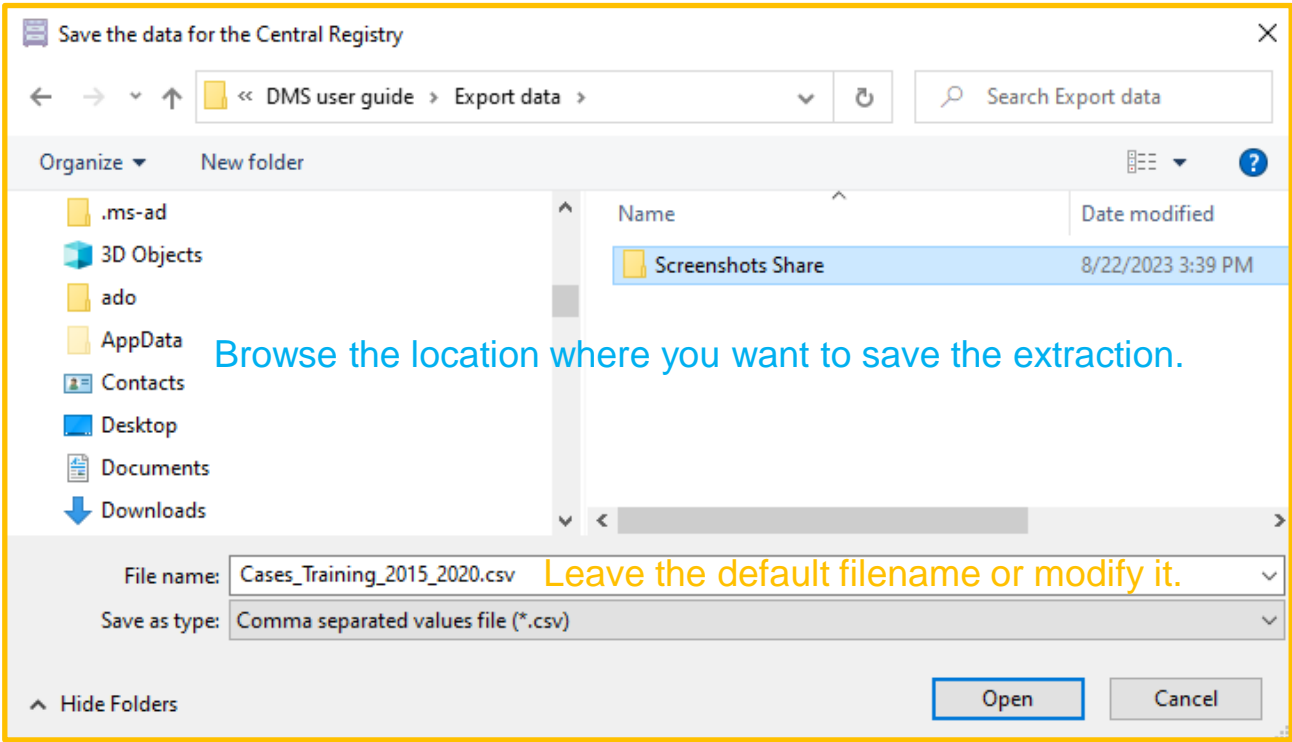
*Aggregated data* will be extracted as long as the following variables – at least – have been stored in DMS for individual cases:

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

# Save extraction



Once you have selected the data (individual cases or denominators or aggregated data), click on extract to export the data to a csv file.



Leave the default filename or modify it.



The csv files is ready for upload and submission to the Central Registry through the [data exchange portal](#).

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