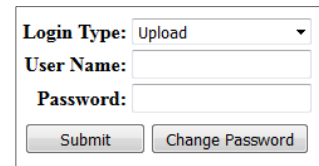


Submission Site URL: www.amos.amdsp.ca

Select a Login Type of “Upload”, and enter your username and password. Username and password are provided to each Municipality by AMDSP at registration.



Once you have signed in, you will be prompted to input your Town/Village/Hamlet/Municipality Name and click Submit



Upload Screen

For uploading data, you have two options: Individual files or Zip file.

The Zip file option is the default option for facilitating batch uploads. During your first submission to the system, your Zip file will include the shapefiles MROAD, MADDRESS, and MPLACES. Subsequent submissions will include exception shapefiles in addition to your main dataset. These exceptions are created while editing and processing your data.

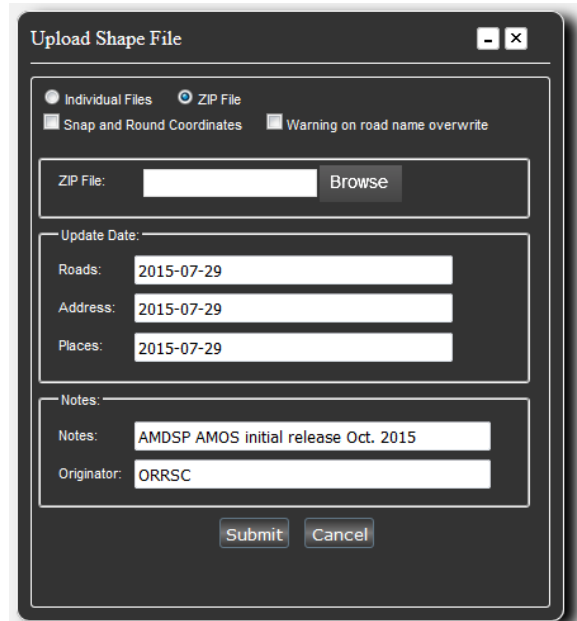
The “Snap and Round Coordinates” option can be used to ensure that very small disconnections are removed and unnecessary decimal places are rounded.

The “Warning on road name override” option can be used to turn on or off a field attribute comparison test that is conducted on the Road_Name field prior to overwriting. (advanced option)

Browse for your Zip file. *naming of zip file doesn't matter*

The “Update Date” section allows members to individually update the dates for each layer being submitted. These dates are distributed to users within Metadata files.

The “Notes” section provides an opportunity for members to communicate additional information to users about their data within Metadata files. Originator should correspond with the organization responsible for creating the data.



On submit, the AMOS system will check naming of shapefiles and fields names within attribute tables, and will alert you if there is a naming error.

After submitting, you will be prompted with a selection of road naming style options. As per our specification, members choose to submit data based on one of these three options: Name, Road Name, or Parsed Naming. Once you have selected your option, proceed with your submission for testing.

Review of Data Submission

Once your files have been uploaded, you can click on “Review” in the top right corner of the webpage to be redirected to the data review section. Member data submissions are listed in order of date and each submission status is displayed as “Passed”, “Failed” or “In Process”

- In Process submissions will vary in the length of time required to finish processing based on the size of the Municipality and the size of data.
- Passed submissions are completed and error free. A Public download is available without custom fields and is ready for distribution to users. The Private download option contains custom fields and is intended for members to use. Passed data is merged into the full AMDSP dataset download within approximately 24 hours and will be available for download.
- Failed submissions indicate that errors exist based on the testing that is conducted on the data submitted. A private download is available that contains 3 components including errors, exceptions, and processed municipal data.
 - Error shapefiles contain features for each layer that need to be addressed by the member. Errors should be reviewed and corrected prior to your next submission. Various types of errors may exist based on testing. Refer to error code table included.
 - If an error is viewed as being correct by the municipality, the errored feature can simply be copied and pasted into the corresponding exception shapefile. This option is available to provide some flexibility when possible, in order to adapt to unique municipal features. Exception files need to be maintained with municipal data for all future submissions in order to not re-introduce errors.
- As an additional tool AMDSP has provided “Error Correction Online” as a simple GIS tool for municipalities that do not have a data editing environment. Errors can be corrected directly within this mapping environment and re-validated using the edit features tool. This environment can also be used to add, delete or modify a complete municipal data set.

Re-Submission

Once all errors have been dealt with, follow the same steps using the upload tool provided. Be sure to include exceptions in addition to your main dataset.

This complete process of upload, review, and editing of errors should be continued until a dataset achieves a Passed status.

Error Code Table

error code	allow exception	sort	short description	long description
5	y	5	For internal application	
7	n	6	Geometry error on multipart geometry	Multipart geometries (multilinestring or multipoint) are not acceptable
13	n	7	Private road end points error	Private road end points error
18	y	8	Outside of the municipality boundary	Data (road segments, address points and points of interest) should be within the municipality boundary
12	n	9	Invalid road name	Invalid road name
6	y	10	Invalid characters in the name	Attribute contains punctuation or special characters
8	n	10	Change in size of data over limit	The major reduction or increase in the size of the data
29	n	11	Incorrect value in text fields or numeric fields	Text fields that must not be null or blank but do not have lookup tables are OWNER, MAINTAIN, SOURCE, mplaces NAME AND mplaces LOCALE, numeric fields that must have a value include ONEWAY (0 or 1) OVERPASS (0 or 1) and NUM_LANE (1 – 10)
9	n	11	Surface type validation failed	Surface type validation failed
11	n	12	look up value validation failed	look up value validation failed
41	y	13	Road name inconsistency	There's inconsistency between the master road name field and other fields being populated
10	n	14	Road type validation failed	Road type validation failed
14	n	15	Orphan road segments	Any road segment or groups of road segments with end points not connecting to the end point of the master road network or a tie point will be reported as error.
15	y	27	End point connection	If two road segments touch, the intersection point must be the end points.
16	y	28	Overpass error	The order of the end point nodes of an overpass cannot be more than 2.
17	y	29	road segments duplicates	Road segments duplicates
19	y	30	Segments shorter than 2 meters	Segments shorter than 2 meters
20	y	31	One way road direction error	One way roads of the same name should be in consistent direction.
21	n	32	Dangle errors	A dangle point (road 1) should not have another road feature (road 2) within 3 meters.

Error Code Table

error code	allow exception	sort	short description	long description
22	y	33	Speed classification error	The speed classification test is based on the road type. The speed on this road does not match the value in the table.
23	n	34	Major decrease in road network	There is no major decrease in the extent of the road network.
24	n	35	Address point attribute rule	An address must have either a CIVIC_ID or ACCESS_NUM but cannot contain both.
25	y	36	Address point outside of the acceptable distance	The address points fall within an acceptable distance (15 m) of a driveway or public road.
26	n	37	Duplicated addresses	duplicated addresses
27	n	38	Duplicated points	Duplicated points
28	y	39	Missing tie points	Missing tie points
40	n	40	Cannot be snapped to a tie point	Cannot be snapped to a tie point
42	N	42	tie points not connected to any road	tie points not connected to any road
43	y	43	Invalid field length	Data length exceeded schema specification. Data truncated.
44	y	44	incorrect road name	Address road name must be the same as the nearest road name or the road connected to the nearest road.