

Maine Beach Profiling PDF Datasheet Instructions

Maine Geological Survey
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The Southern Maine Volunteer Beach Profiling Program profile data can now be submitted using an PDF Fillable Form datasheet. You will need to have Adobe Acrobat Reader installed on your computer or as a plug-in for your web browser (Chrome, Edge, Firefox, Safari, etc.) to use this file. The PDF datasheet can be downloaded from the Maine Geological Survey website

(<https://www.maine.gov/dacf/mgs/collect/smbpp/>). It is a good practice to download the datasheet before submitting data to make sure that you have the latest version or at least verify that the version number in the file you are using matches the version listed on the website (see below).

Datasheet

Website

- Maine Beach Profiling Datasheet:
 - [Excel with macros \(version 1.0\[xlsm\]\)](#) [Instructions](#)
 - [Excel \(version 1.0\[xlsx\]\)](#) [Instructions](#)
 - [PDF Form \(version 1.0\)](#) [Instructions](#)

Maine Beach Profiling Datasheet

Ver 1.0 →

The datasheet is blank when first opened. The data entry fields should roughly follow the order of fields on the paper datasheet. Fields outlined in red are required.

Maine Beach Profiling Datasheet Ver 1.0

Line Name: Stake Name: Page:

Sample Date: Start Time: End Time:

Team Names: Field Recorder:

General Conditions:

Horizon Visibility: Data Entry Name:

Comments:

Measurements:

Point	Vertical (cm)	Horizontal (m)	Comments	Point	Vertical (cm)	Horizontal (m)	Comments
1				31			
2				32			
3				33			

Begin by entering the header information at the top of the sheet. The Horizon Visibility is a controlled list.

Maine Beach Profiling Datasheet Ver 1.0

Line Name: Stake Name: Page:

Sample Date: Start Time: End Time:

Team Names: Field Recorder:

General Conditions:

Horizon Visibility: Data Entry Name:

Comments:

Begin entering your profile measurements in the Vertical, Horizontal, and Comments fields of the Measurements table. You can use the tab key on your keyboard to move from one field to another in order. This makes data entry very quick.

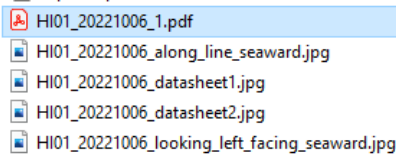
Measurements:

Point	Vertical (cm)	Horizontal (m)	Comments
1	-26	0	front stake
2	-10	3	
3	-8	3	
4	-15	3	pebbles on beach
5	-8	3	
6	-6	3	

The Measurement table has room for 60 profile point measurements. If you have more than 60 points, open another copy of the PDF file and make sure to change the Page value to 2 in the upper right.

When data entry is complete, review the data against the datasheet to check for errors.

When the data entry and review is complete, save the Excel file and close it. Name the file with the stake name and sample date (ex. HI01_20221006.pdf). If you have more than one PDF file add a “_1” or “_2” suffix to each file. Take a photo or scan each original paper datasheet and name the file(s) using the stake name and sample date (ex. HI01_20221006_datasheet1.jpg). Last, if you took photos during profiling give them a file name that indicates the view along with the stake name and sample information (ex. HI01_20221006_along_line_seaward.jpg, HI01_20221006_looking_left_facing_seaward.jpg, etc.). The number of photo files will vary and the file types might be different however, the image files should be JPG, BMP, or PNG format to guarantee interoperability between systems.



Send an email to the Beach Profiling Volunteer Coordinator (bpvolcoord@wellsnerr.org) with all the files as attachments. Send one email for each stake – date combination. This means that if your crew collects 3 profile lines each month, you will send 3 emails each month with the associated files. This practice will just help the volunteer coordinator track submissions more easily.

