

EIM Help – Naming Studies

Version 1.5
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This help document offers **suggestions** for naming your EIM studies. There are many different types of studies in EIM and many different groups entering them. The suggestions below are examples of some naming conventions currently used by different programs within Ecology.

EIM has three fields to name and describe your study. All are required.

1. Study ID

Description: UNIQUE ID to identify the study in EIM.

Example: AJOH0012

Specifications: Alpha/numeric, 20 characters. Free text.

2. Study Name

Description: UNIQUE title which describes the study.

Example: PCBs in Spokane River Fish in 1996, Statewide River and Stream Ambient Monitoring

Specifications: Alpha/numeric, 254 characters. Free text.

3. Study Purpose

Description: Summary of the Study's purpose, reason(s) for initiating, and goals and expectations.

Example: Investigate groundwater quality, surface-water quality, water levels, streamflow and the relationship between groundwater and surface water in the Quilceda Creek watershed.

Specifications: Alpha/numeric, 2000 characters. Free text.

Study ID Naming Conventions

Toxics Cleanup Program (TCP) Data

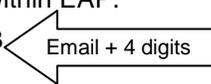
- Voluntary Cleanup Program (VCP) Studies
 - Use the 6 digit VCP number assigned to the Study, prefixed by "VC."
 - VCNW1400
 - VCCE0925
- Non-Voluntary Cleanup Program (VCP) Studies
 - Use the Facility Site (FS) ID prefixed with "FS", the contract or grant number, or Agreed Order Number
 - FS1002356
 - G0500112
 - AODE0001
- Aquatic Lands Cleanup Unit (ALCU) Studies (Sediments)

- 8-10 characters. First 6 indicate the facility, site, or study acronym. Last 2-4 indicate year(s) and/or month.
 - POSTPT03 (Post Point NPDES Sediment Sampling, 2003).
 - OAKSED08 (2008 Oakland Bay Sediment Characterization).
 - WLMD1286 (Willamette River McCall Oil Dock, December 1986).

Water Quality Program (WQP) Data

- Funded Studies
 - Use the contract or grant number.
 - C0500031 - contract
 - G0800097 - grant (G0800097a, G0800097b, etc. for multiple studies per grant)
- Non-Funded Studies
 - Use an abbreviation of study or organization name, appended with “_WQ” or “WQ.”
 - NSEA_TerrellCr_WQ (NSEA Water Quality on Terrell Creek)
 - KITSAPWQ (Kitsap County Health District Surface Water Trend Monitoring)

Environmental Assessment Program (EAP) Data (internal to Ecology)

- General Environmental Studies
 - Use first 4 letters of project manager’s email, followed by **4 digit sequential number**. Using 4 digits is important for consistency within EAP.
 - AJOH0001, AJOH0002, AJOH0003 
- Fish Tissue Studies
 - Include “fish”, the 2 digit year, and general nature of the study – OR use the acronym of the project followed by 2 digit year.
 - HgFish07
 - WSTMP08
- Long-Term Monitoring Programs
 - Follow the conventions already established for your program.

Revision History

Revision Date	Revision No.	Summary of Changes	Reviser(s)
6/5/09	1.0	Original Document	CN, KC
6/13/11	1.1	Nomenclature change - dropped 'User' from Study ID	CN
7/3/12	1.2	How to append grant numbers if you have multiple studies under the same grant	CN
8/15/12	1.3	Updates for Study spreadsheet revisions. Changed name “Sediment Unit” to “Aquatic Lands Cleanup Unit”. Added more examples for ALCU.	CN
11/21/14	1.4	Revised EAP examples. Added AODE to TCP examples.	KC
6/24/14	1.5	Expanded EAP General Environmental Studies description.	CL