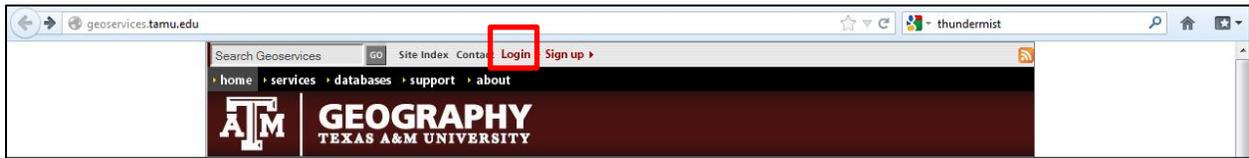


How to Add Census Information to Point Locations in WebGIS

1. Log in to <http://geoservices.tamu.edu/>



2. Click on Databases
3. Click on "upload new database"



- a. Click on Browse and select your .csv file containing addresses, either the file you downloaded from HealthLandscape after geocoding or **How To - Geocoded Data for COPC Walkthrough.csv** (download from www.graham-center.org/COPC)
4. Click "Upload"
 - a. In the uploading process, any spaces in your file name will be removed and the file name shortened to 14 characters

Step 1 - Upload A Database File

The next few pages will take you through the following steps

1. Upload a database from your computer to our servers
2. Validate that we can open and read your database
3. Validate that we can open and read your database table

Upload New Database

File	r COPC walkthrough.csv	<input type="button" value="Browse..."/>
Type	Comma separated values (*.csv)	
Columns	<input checked="" type="checkbox"/> First row contains column headings	
Text Separator	comma (,)	
Text Qualifier	double quote (")	
<input type="button" value="Upload"/>		

5. Click "Validate Database"

Step 2 - Test Database Reading

Your database uploaded successfully.

Please click the Validate Database button to verify that it can be opened and its tables can be identified.

Database: geocodeddatafo.csv

Validate Database

6. Click "Validate Table"

Step 3 - Test Table Reading

Your database was opened and read successfully.

Please select your table and click the Validate Table button to verify that it can be opened read.

Database: geocodeddatafo.csv

Table:

Validate Table

7. Scroll down to the bottom of the Step 4 page

Step 4 - Verify your data

Your database and table were opened and read successfully.

You should see the first 10 rows of your data in the following table. This table should include all of your columns, and the first row should contain your column names in bold.

If your column names are not displayed in the first row, if you can't see the columns or rows, or if your data does not display properly the batch database tools will probably not work. If this happens and you have checked the [FAQ](#), please [contact us for assistance](#) and be sure to include the database and table you were trying to validate.

Database:	geocodeddatafo.csv
Table:	geocodeddatafo
Record Count:	45

address	city	STATE	zip	Longitude	Latitude	CensusTractFIPS
1310 SOUTHERN AVE SE	WASHINGTON	DC	20032	-76.98391471	38.83482318	11001007304
1453 Pennsylvania Avenue SE	Washington	DC	20003	-76.98377081	38.87946552	11001007100
1500 Massachusetts Avenue SE	Washington	DC	20003	-76.983519	38.88710976	11001006801

8. Click on "Point-In-Polygon Census Interaction"

You may now use your database in the following services:

Address Processing

Services for processing postal addresses including address parsing, normalization, standardization, and validation

Geocoding

Services for turning postal addresses into geographic coordinates including parsed, non-parsed, and batch postal address database geocoding

Geocode Correction

Services for correcting geographic coordinates

Point-In-Polygon Census Intersection

Services for adding census variables to coordinate data

Polygon Tracing

Services for drawing and storing geographic polygons using online maps and satellite imagery

Shortest Path

Services for calculating the shortest path between origin-destination pairs of geographic coordinates

9. Click "Next- Step 3"

Step 2 - Choose a Database and Table for Processing

This page allows you to select the database and table you wish to process from the list of databases you currently have uploaded and tables you currently have validated. You should select the database and table you want to process and click Next - Step 3.

Database	Table
<input type="text" value="cfahey/geocodeddatafo.csv"/>	<input type="text" value="geocodeddatafo"/>

10. Click “Next-Step 4”

Step 3 - Identify Data Fields

This page allows you to identify the input fields within your data so our service will know which is which. Use the following dropdown lists to identify the fields in your table that correspond to the input fields expected by the service.

This page will automatically create the output fields in your file for you.

After you have identified your input fields, you should click Next - Step 4.

Note - Please ensure that each of the fields you select for the value of the dropdown lists is **unique**. This means that you should only select each of your data fields in a maximum of one dropdown.

Database	Table
geocodeddatafo.csv	geocodeddatafo

Input Fields

Input

Id	address
Latitude	Latitude
Longitude	Longitude
State	STATE

Required Output Fields

Output

Optional Output Fields

<< Previous - Step 2 **Next - Step 4 >>**

11. In Process Options, select “TwoThousand”

- a. Although HealthLandscape had both the Census 2000 and Census 2012 Census Tracts we will use Census 2000 throughout this walkthrough
- b. If you have another program or would rather use another geography, please keep that in mind throughout this walkthrough and the next one, **How To - How to Map Thematic Data in HealthLandscape**

Step 4 - Choose Options and Start Process

This page allows you to select the processing options to use for your batch processing run. After you have selected the options you wish to use, click Start Process.

Note - Your process will only be started if you have enough transaction credits in your account to process the entire database. [Click here for details on options for obtaining credits.](#)

Your account currently has 2,455 credits available.

Database	Table	Records
geocodeddatafo.csv	geocodeddatafo	

Process Options

 ▼

Notification Options

Notify me via email of process status updates (start/finish)

Privacy Options

Do not store my transaction details

12. Click "Start Process"

13. Click "View Process Status"

Step 5 - Review Process Details

Your process has been successfully started.

You may view the progress of your process at any time in the [Usage History](#) portion of your account.

14. Click on the magnifying glass to view the results

My Processes

This page shows you the history of processes you have started.

Note

- Click on the date of the process to view its details.
- Click on the magnifying glass icon to view the records within the file that have been processed.

50 Results per page

Start	Service	Database	completed / total	status
8/31/2012 6:45:03 AM	CensusInte...	geocodeddatafo... geocodeddatafo	45 / 45 	Completed

auto refresh 10 seconds

Showing page 1 of 1 for 1 records
<<first <previous next> last>>

15. View results to see that Census information has been added to each point

My Census Intersection Transactions

On this page you can view the history of the Census intersection transactions you have performed on this site.

Notes

- Only data for the last few days will be displayed. For historical data, please [contact us](#).

50 Results

Added	Medium	Time	Lat/Lon	State	Block, Group, Tract, County, State
8/31/2012 6:45:12 AM	batch 	171.875	38.87897089, -77.00508475	DC	1023, 1, 0072.00, 001, 11
8/31/2012 6:45:11 AM	batch 	250	38.88251422, -76.99501234	DC	2012, 2, 0070.00, 001, 11
8/31/2012 6:45:11 AM	batch 	187.5	38.83326735, -77.00194611	DC	1009, 1, 0098.01, 001, 11



16. Click on “My Databases”

User Services

In This Section

- My Account ▶
- My Processes ▶
- My Databases ▶
- My Transaction History
 - All Transactions ▶
 - My Geocoding Transactions ▶
 - My Parsing Transactions ▶
 - My Census Intersection Transactions
 - My k-Nearest Transactions ▶
 - My Validation Transactions ▶
 - My Shortest Path Transactions ▶

My Census Intersection Transactions

On this page you can view the history of the Census intersection transactions you have performed on this site.

Notes
- Only data for the last few days will be displayed. For historical data, please [contact us](#).

50

Added	Medium	Time	Lat/Lon	State	Block, Group, Tract, County, State
8/31/2012 6:45:12 AM	batch	171.875	38.87897089, -77.00508475	DC	1023, 1, 0072.00, 001, 11
8/31/2012 6:45:11 AM	batch	250	38.88251422, -76.99501234	DC	2012, 2, 0070.00, 001, 11
8/31/2012 6:45:11 AM	batch	187.5	38.83326735, -77.00194611	DC	1009, 1, 0098.01, 001, 11
8/31/2012 6:45:11 AM	batch	234.375	38.88485246, -76.9969189	DC	1000, 1, 0065.00, 001, 11
8/31/2012 6:45:11 AM	batch	234.375	38.88766734,	DC	1011, 1, 0066.00, 001, 11

17. Click on “Current Databases”

User Services

In This Section

- My Account ▶
- My Processes ▶
- My Databases
 - Current Databases ▶
 - Upload New Database ▶
 - Connect To A New Remote Database ▶
 - Share Database ▶
 - Help With Databases ▶
- My Transaction History ▶

My Databases

Current Databases
Download or delete databases you have already uploaded

Upload New Database
Upload a new database to use with our batch processing services

Connect to a Database Server
Connect to a database server to use with our batch processing services

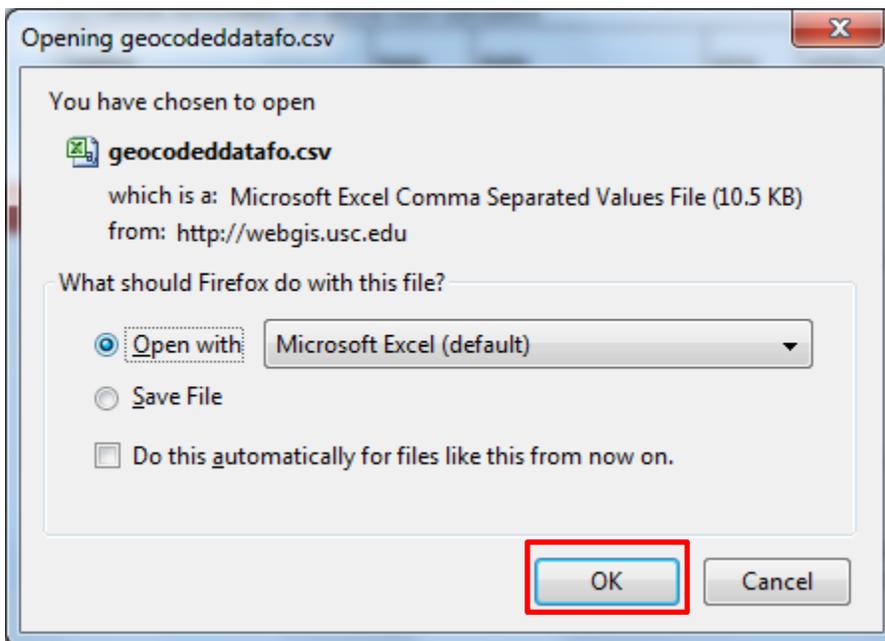
Share Database
Share an uploaded database with another USC WebGIS user account

Help With Databases
Read the documentation for help with how to upload and process a database

18. Click on “download” and save file with added Census data to your computer; note, your file name may be different than what appears in the image, so please make note of your file name and where you save the file

All Uploaded Databases						
<input type="checkbox"/> Show removed <input checked="" type="checkbox"/> Show non-validated						
name	type	date	size	status	do not auto delete	actions
cfahey geocodeddatafo.csv	CSV File	8/30/2012 1:23:21 PM	3.77 KB	ready	<input type="checkbox"/>	<div style="border: 2px solid red; padding: 2px;">download</div> delete share

19. Open your downloaded file in Microsoft Excel
 - a. If you are more comfortable using a different statistical or spreadsheet software package, please follow these steps as a guide

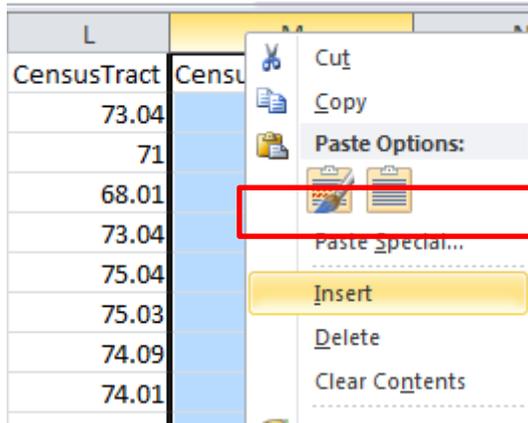


20. Save your file as an Microsoft Excel Spreadsheet (.xls or .xlsx); note, your file name may be different than what appears in the image, so please make note of your file name and where you save the file
21. Next, you will CONCATENATE the Census Code information that was added to your file as separate pieces (if using a program other than Microsoft Excel, please find out how to CONCATENATE your data)

22. In your dataset, identify which column indicates the State Census Code, which column indicates the County Census Code and which column indicates the Census Tract Census Code

	A	B	C	D	E	F	G	H	I	J	K				
1	address	city	STATE	zip	Longitude	Latitude	CensusTract	UpdatedC	CensusYear	CensusBlock	CensusBlockGroup	CensusTract	CensusCountyFips	CensusStateFips	
2	1310 SOUT	WASHING	DC	20032	-76.9839	38.83482	1.1E+10	1	TwoThousand	1000		1	73.04	1	11
3	1453 Penn	Washingt	DC	20003	-76.9838	38.87947	1.1E+10	1	TwoThousand	2001		2	71	1	11
4	1500 Mass	Washingt	DC	20003	-76.9835	38.88711	1.1E+10	1	TwoThousand	2005		2	68.01	1	11

23. Make sure each component code has the correct number of digits (Census Tract: 6 digits;



County: 3 digits; State: 2 digits). Note: Adding leading zeroes will be covered in Step 25. You may see some Census Tracts reported with decimal numbers. To change them, follow these steps:

a. Right click on the letter of the column to the right of the Census Tract column and click on **Insert** to insert a new column

b. In the first cell, type in the formula:
 $=[\text{text1}]*[100]$

L	M
CensusTract	
73.04	=L2*100
71	
68.01	

(in this example, text1 is "L2", the text that appears when you click on the first cell in the Census Tract column L).

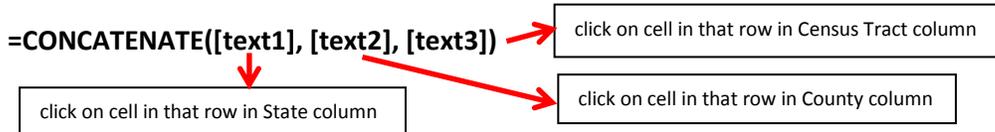
c. Press **Enter**

d. **Double Click** on the lower right corner of the cell to automatically fill in the same formula for the whole column

L	M
CensusTract	CensusTractNEW
73.04	7304
71	7100
68.01	6801

24. **Insert** another empty column to the right of your Census, County, and State columns.

25. Click on the first cell of this column and type the formula:



text1 will be the text that appears first in your final result, **text2** will be the piece that appears next in your result and so on. Each piece of text can be pulled from cells in your spreadsheet or can be text that you include in the formula itself. For example, if you want to include text that can be found in cell A2 of your spreadsheet, you would place A2 in that position of your formula. For text that is internal to your formula, you will put a double quote around the text.

It may be necessary to add leading zeros for the component Census Codes that do not have enough digits. These should be written in the formula within double quotes as "0" or "00" depending on how many zeros must be added.

In the sample dataset shown here, the formula will be

`=CONCATENATE(O2,"00",N2,"00",M2)`

Note: County code was only one digit, so two zeros needed to be added in front of N2, the County column and the Census Tract Code was only four digits so two zeros needed to be added in front of M2

	L	M	N	O	P	Q	R	S	T
1	CensusTract	CensusTractNEW	CensusCountyFips	CensusStateFips	CensusTractCode				
2	73.04	7304	1	11	=CONCATENATE(O2,"00",N2,"00",M2)				
3	71	7100	1	11	CONCATENATE(text1, [text2], [text3], [text4], [text5], [text6], ...)				
4	68.01	6801	1	11					

26. Press **Enter** and check to make sure your result has 11 digits, and that the digits are in the correct order

	L	M	N	O	P
1	CensusTract	CensusTractNEW	CensusCountyFips	CensusStateFips	CensusTractCode
2	73.04	7304	1	11	11001007304
3	71	7100	1	11	
4	68.01	6801	1	11	

27. If every Census Code Component within its type (state, county, census tract) has the same number of digits, and therefore would need to have the same number of leading zeros added to it as the one you just concatenated, you can drag your formula down (click on the lower right corner of the cell and drag down to fill in the CONCATENATE formula for the rest of the rows that will use the same formula).

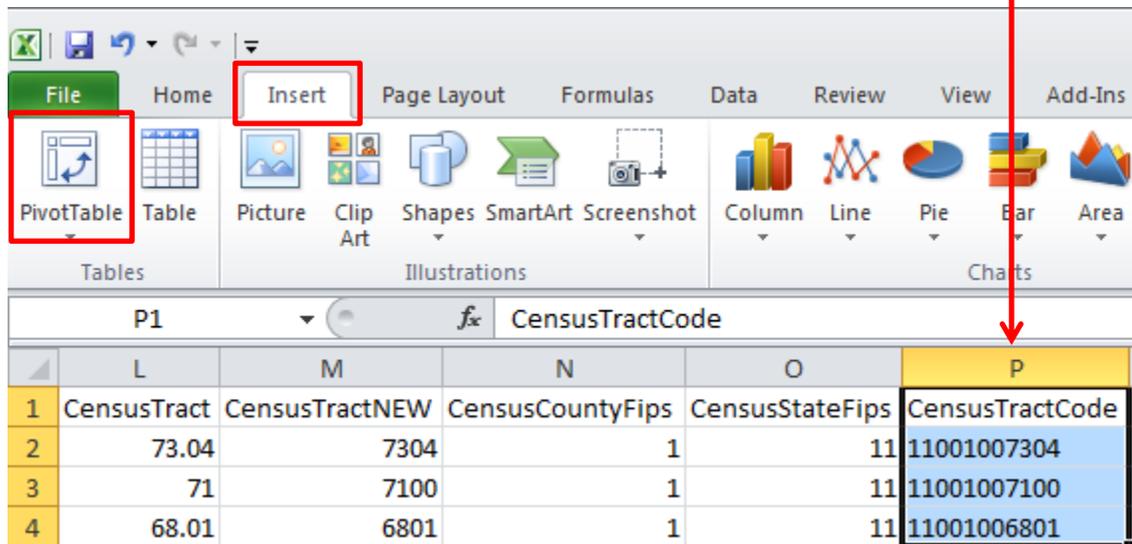
- e. If they do not all have the same number of digits, sort your data so that those that need the same numbers of leading zeros are grouped together and then write out formulas and drag them as appropriate.

28. Your completed dataset should have a new column with an appropriate header that contains a complete, 11-digit Census Tract Code for each row of data.

- f. Note: An "appropriate header" will have no spaces in it. Use dashes, underscores or capitalization to indicate different words (CensusTractCode, Census_Tract_Code, etc.)

29. Now we will generate a list of all the unique Census Tracts listed and how many times each occurs. Highlight the entire column with the 11-digit codes that you just created, including the heading.

30. Click the Insert tab and click on the Pivot Table button



The screenshot shows the Microsoft Excel interface. The 'Insert' tab is selected in the ribbon. The 'PivotTable' button is highlighted with a red box. A red arrow points from the 'PivotTable' button to the 'CensusTractCode' column in the PivotTable below. The PivotTable has the following data:

	L	M	N	O	P
1	CensusTract	CensusTractNEW	CensusCountyFips	CensusStateFips	CensusTractCode
2	73.04	7304	1	11	11001007304
3	71	7100	1	11	11001007100
4	68.01	6801	1	11	11001006801

31. Check that your column is highlighted and that **New Worksheet** is checked. Press OK.

32. Click on the field label in the **Choose fields to add to report:** box and drag it into the box labeled **Row Labels**.
33. Click on the same field label in the first box again, and this time drag it into the box labeled **Values**. You should now see the same field label in both Row Labels and Values.
34. Click on the drop-down arrow in the label you dragged to the Values. Click on **Value Field Settings**. In the pop-up window change the selection to **Count**.

Row Labels	Count of CensusTractCode
11001650000	2
11001660000	1
11001680100	1
11001690000	2
11001700000	1
11001710000	1
11001720000	1
11001730200	3
11001730400	3
11001740100	2
11001740900	1
11001750200	3
11001750300	1
11001750400	1
11001760300	1
11001760400	3
11001770700	2
11001770900	2
11001980100	3
11001980300	2
11001980400	1
11001980600	1
11001980700	3
11001980900	1
11001990100	2
11001990600	1
(blank)	
Grand Total	45

35. Save your file as **How To - Grouped Data for COPC Walkthrough.xlsx**

36. Give yourself a pat on the back!