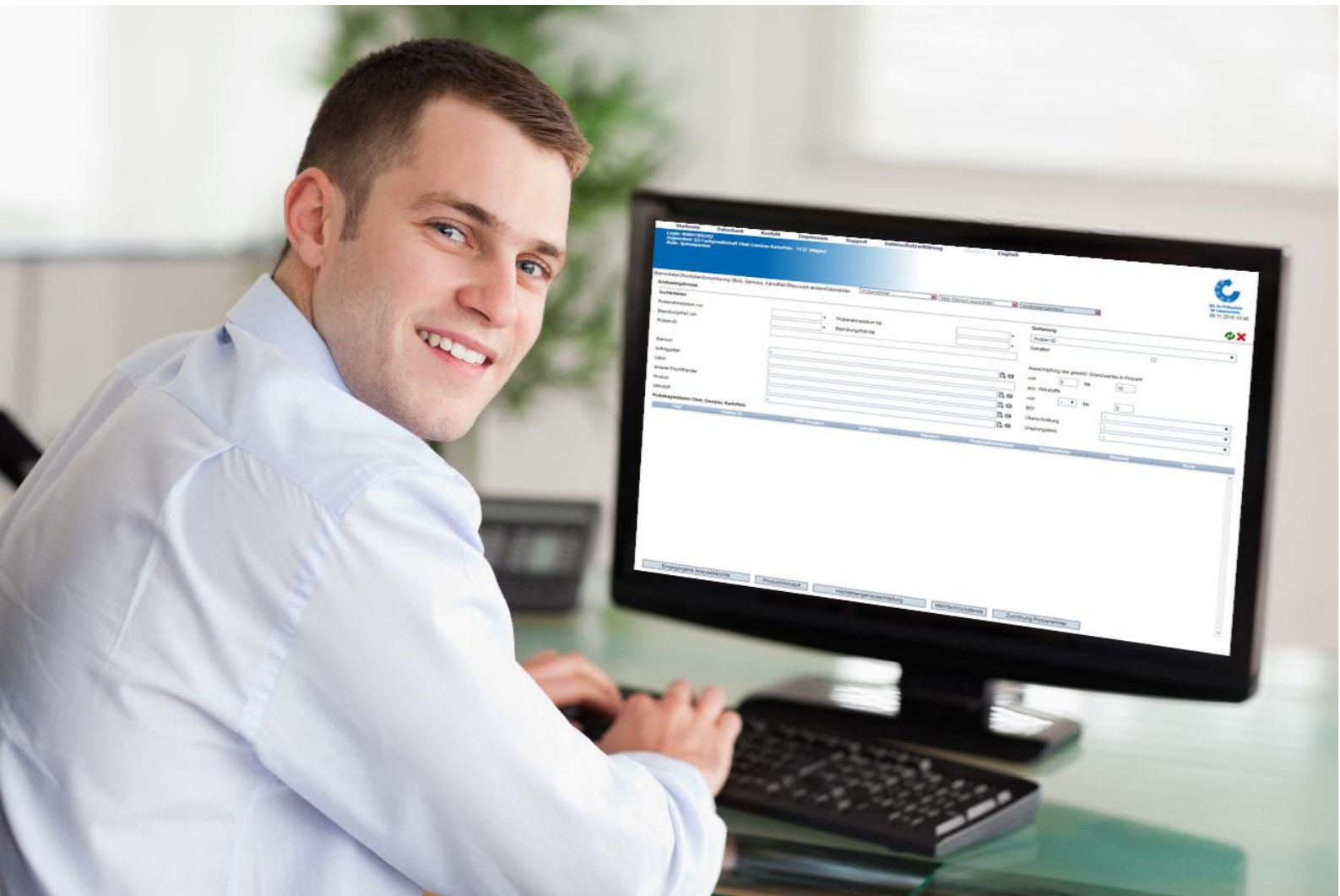




Quality Assurance. From farm to shop.

Supporting document  
**Salmonella monitoring  
Database instructions  
for laboratories**





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## 1 First steps

This supporting document provides information for laboratories on how to use the salmonella database. You can find further information in the Guideline Salmonella Monitoring – Pig and Agriculture Pig Farming.

### 1.1 How to log in

- Log into the database via <https://pig.qualiproof.de>
- Log in by entering your username and password
- Click on "Anmelden" (login)

qualitytype Qualiproof  
[News / Änderung \(Stand 28.01.2017\)](#)

Benutzername:

Passwort:

login

username

password

**Hinweise**

Bitte beenden Sie Ihre Arbeit immer über den Abmelden - Button.  
Verwenden Sie bitte nicht den Zurück - Button Ihres Browsers.  
Bitte verwenden Sie bei Fragen zuerst den Hilfe-Button.

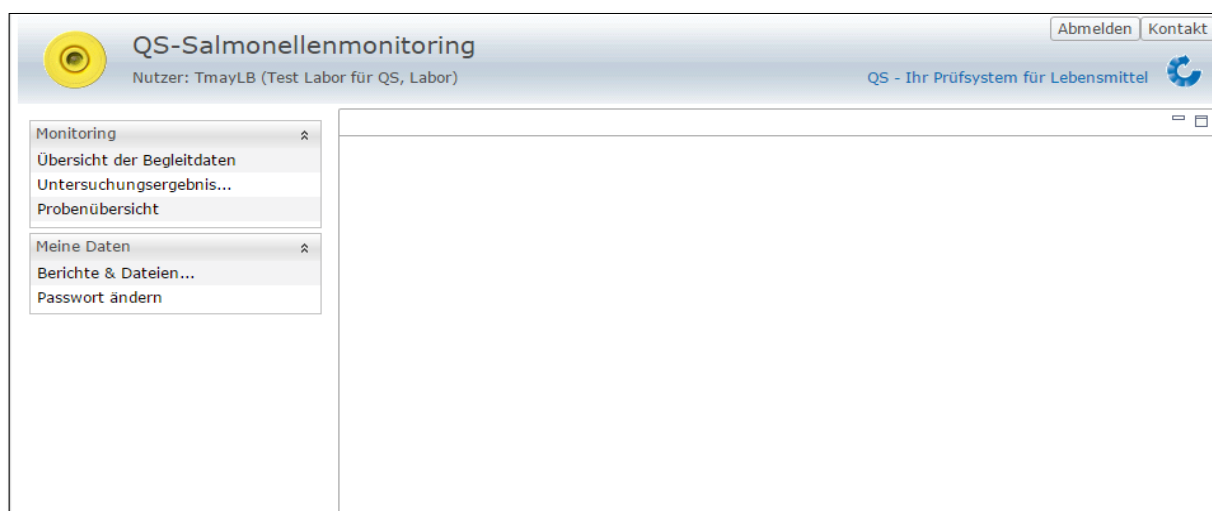
Informationen für Softwareentwickler finden Sie [hier](#).

Please note that you always end up your work via "Abmelden" button  (logout) and you don't use your browser's back button.

(In page 11 there is a button's general overview)

### 1.2 Start screen

After the login you will see the start screen, here you can navigate with the help of the menu on the left side:





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The two main menus are Monitoring and My data:

Monitoring	↕	
Übersicht der Begleitdaten	←	Overview of sample related data
Untersuchungsergebnis...	←	Sampling results
Probenübersicht	←	Overview of samples
Meine Daten	↕	My data
Berichte & Dateien...	←	Reports and data
Passwort ändern	←	Change password

## 2 Overview of sample related data

In this section ("Übersicht der Begleitdaten") you have access to all your sample related data.

Here you can search ("Suche") for sample related data by:

- entering "Probenehmer EU- Zulassung" (EU approval of the sampler) or "VVVO-Schlachthof" (number of the slaughterhouse)
- "Erzeugerbetrieb" (producer): "VVVO-Erzeuger" (location number of producer) or "Schlagstempel" (tattoo). In addition, you can also filter with "Betriebsart" (production scope):

Betriebsart:

- Schweinemast
- Jungsauen/Eber
- Sauenhaltung
- Ferkelaufzucht

"Schweinemast" (pig production), "Jungsauen/Eber" (gilt and boar rearing), "Sauenhaltung" (sows), "Ferkelaufzucht" (piglet rearing)

Besides this you can also enter further Information like "Entnahmedatum" (sampling date) or "laufende Probennummer" (ID-number of sample).



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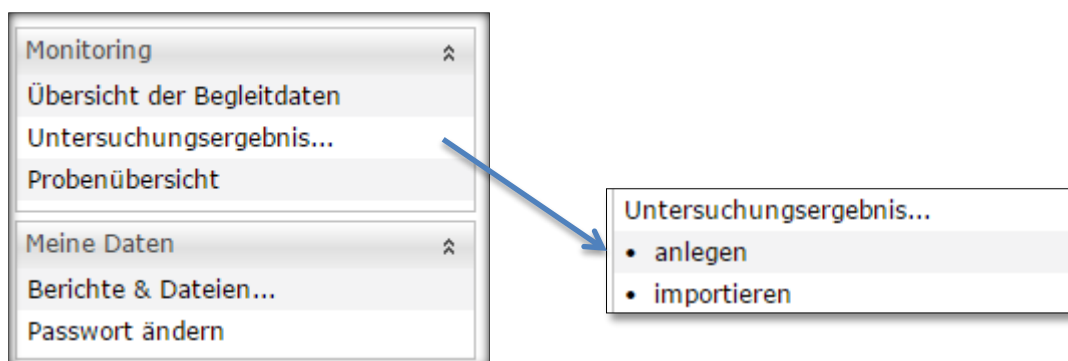


### 3 Sampling results

After the abattoirs have submitted the sample related data of the taken samples to the database, the samples results have to be entered. This section gives you an overview of your options for entering sample results.

#### 3.1 How to enter analysis results by input mask


- Click on "Untersuchungsergebnisse" and after that on "anlegen":



Then the following window opens:

Please fill in all input fields with "\*", because they are mandatory.

"PROBEBEGLEITDATEN" (sample related data):

- "Probenentnahme" (sampling):
  - "Entnahmedatum \*": enter the date of sampling
  - "Probennummer \*": enter the ID-number of sample
- "Probennehmer \*": then you have to pick the sampler, therefore click on the icon  and the following window opens:



The screenshot shows a search form titled 'Probennehmer' with a search bar and several filter options. Blue arrows point to the following fields and buttons:

- Qualiproof number
- EU approval
- QS ID number
- Number of the slaughterhouse
- Sampler name
- Contact person
- Zip or city
- PLZ oder Ort
- show button
- reset button

Enter at least one respective information and click on "Anzeigen" (show) to see the results of your search.

"ERGEBNISDATEN" (results data):

- "Ergebnis \*": enter the results via the drop down menu (positive / negative or non-analysable)
- "Ergebniswert \*": enter the result value
- "Testkit \*": enter the test system via the drop down menu
- "Untersuchungsdatum \*": enter the date of analysis
- "Untersuchungsnummer": number of the analysis

After entering the mandatory fields click on **Fertig stellen**

### 3.2 How to enter analysis results by uploading a csv-list

- Click on "Untersuchungsergebnisse" (Sampling results ) and after that on "importieren" (import):

The screenshot shows a navigation menu with the following items:

- Monitoring
- Übersicht der Begleitdaten
- Untersuchungsergebnis...
- Probenübersicht
- Meine Daten
- Berichte & Dateien...
- Passwort ändern

An arrow points from 'Untersuchungsergebnis...' to a sub-menu containing:

- anlegen
- importieren

- Click on "Auswählen" (select) and pick the data you want to upload by clicking on "Browse"


The first screenshot shows the 'Probenbegleitdaten importieren' dialog with an arrow pointing to the 'Auswählen...' button. The second screenshot shows the 'Datei auswählen' dialog with an arrow pointing to the 'Browse' button.

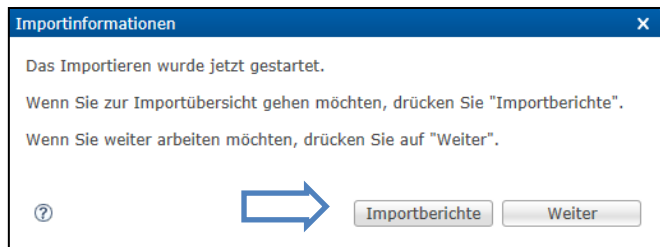
- The data will be imported after clicking on "OK"



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- Then click on "Importberichte" (import reports) to see an import-report (compare chapter 5.1).
- The upload of files may take some time. If the upload is not completed please wait for a while and click on refresh:  Aktualisieren.
- To skip the import-report click on "Weiter" (next)

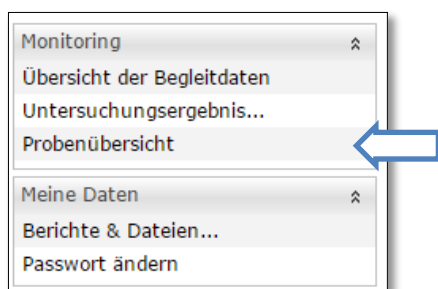


Please note that you can only upload csv-files. The file has to contain the sample results in the correct format which is defined in the interface description.

## 4 Overview of samples

In this menu point you can see all samples which have either negative or positive results or which were not analysable ("Nicht auswertbar") or unanalysed ("Unausgewertet"). If a sample result is not entered into the database within three months after the sample was taken, it will be shown up as unanalysed.

- Click on "Probenübersicht" (overview of samples):



- The following windows opens:

There you can filter the sample by sampler EU approval ("Probennehmer EU-Zulassung"), location number of producer ("Erzeugerbetrieb VVVO-Erzeuger") or tattoo ("Schlagstempel").

You also can filter by the sampling date (Entnahmedatum), therefore you can choose an exact date ("Exaktes Datum") or a time period ("Zeitraum") for which you want to see the sample results.



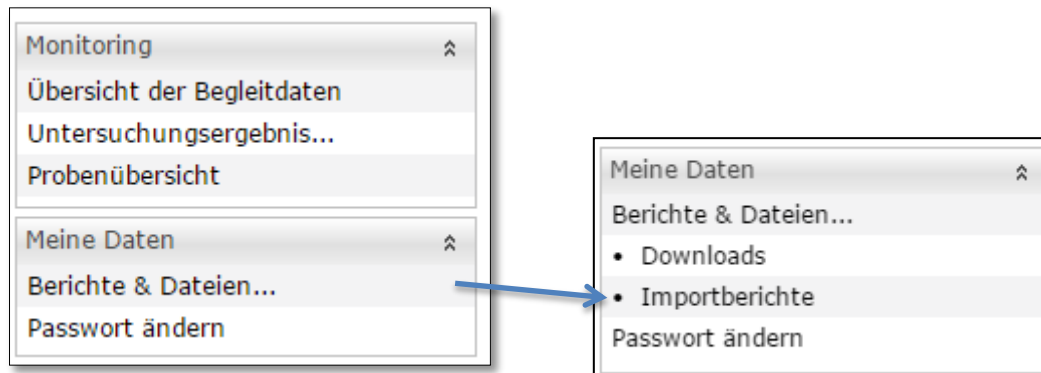
## 5 Import-report and downloads

Please note that all files have to be completely uploaded before you can call up the import-report. If the upload is not completed please wait for a while and click on **Aktualisieren**. (refresh).

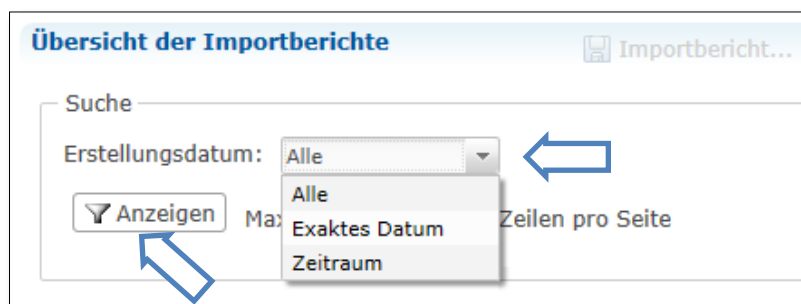
Proceed as follows if you want to call up an import-report at a later point in time.

### 5.1 How to call up an import-report

- Click on "Berichte & Dateien" (Reports and data) in the menu on the left side



- After that click on "Importberichte" (import report)  
The following window opens:



- Now you can select the date of the upload in the field "Erstellungsdatum" (Date of generation). You can call up:

- - all import-reports ("Alle"),
- - the import-reports of a special date ("Exaktes Datum") or
- - the import-reports of a time period ("Zeitraum").

- Click on show
- Choose the file from the list with double-click:

Erstellungsdatum	Importtyp	Status	Fertig nach	Neue Datensätze	Geänderte Datensätze	Fehlerhafte Datensätze
28.04.2017 15:39	Probenergebnis	Fertig	00:00:00	15	0	0
28.04.2017 14:46	Probenergebnis	Fertig	00:00:00	0	5	0

Now you can see:

- Date of generation ("Erstellungsdatum")
- Type of file (Importtyp) ("Probenergebnis"=sample results)
- Status ("Fertig"= finished)
- New data sets ("Neue Datensätze")



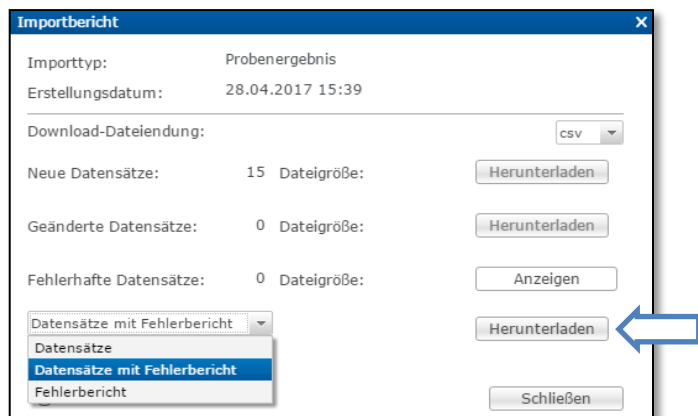


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- Modified data sets ("Geänderte Datensätze")
- Defective data sets ("Fehlerhafte Datensätze")

Then the following window appears:

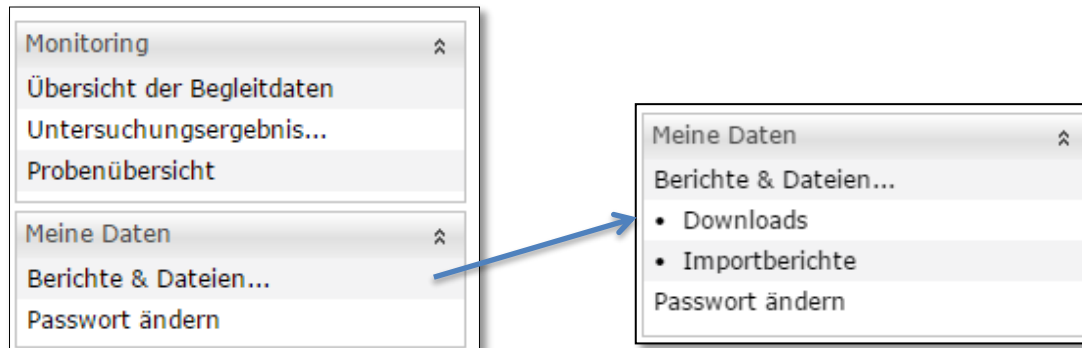


- To download an import-report switch the file type from "Datensätze" to "Datensätze mit Fehlerbericht"
- Next click on  (download).

## 5.2 Overview of downloads

Here you find an overview of all your downloads and you can download all data sets.

- Click on "Berichte & Dateien" (reports and data) in the menu on the left side
- After that click on "Downloads"



- Now you can select the date of the download in the field "Erstellungsdatum". You can call up:
  - - all downloads ("Alle"),
  - - the files of a special date ("Exaktes Datum") or
  - - the files of a time period ("Zeitraum").
- Click on
- Please mark the data set in the results table by clicking on the file
- Now click on  to download the file again



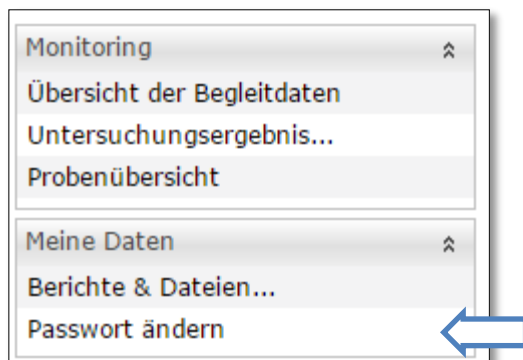


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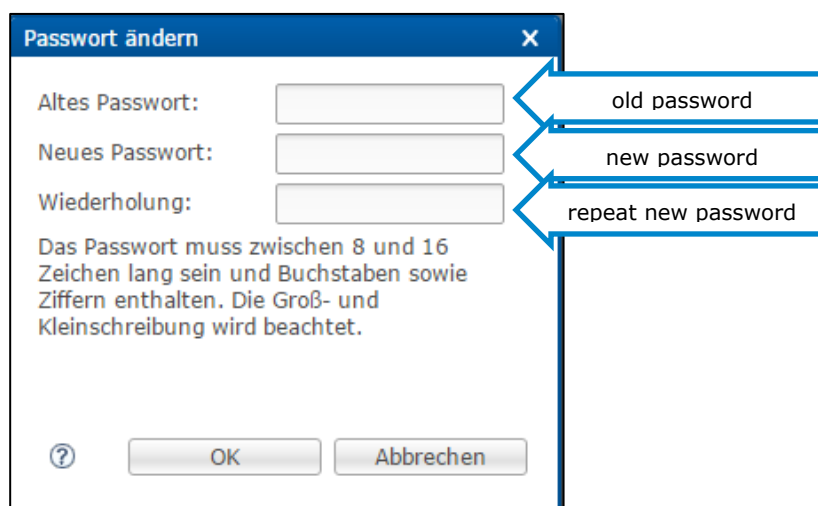


## 6 How to change your password







- Click on "Passwort ändern" (change password)



- Enter your old and new passwords and confirm your modification with "OK". The new password must consist between 8 and 16 characters, upper and lower case will be considered.



## 7 Overview buttons

 Aktualisieren.	Updating image
 Herunterladen	Download Excel-file
 Neu...	Open a new window
 Bearbeiten...	Open the marked data and you can correct all details
 Löschen	Delete marked data
 Details...	Click for more details about marked data



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