

# Registration Process for WQX Web

# WQX Website

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US EPA http://www.epa.gov/storet/wqxweb\_submit.html

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U.S. ENVIRONMENTAL PROTECTION AGENCY

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## Getting started with WQX Web

WQX Web is a web-based application designed to assist smaller organizations with submitting data via WQX. WQX Web is a tool that converts text files (such as comma or tab-delimited files) into a valid WQX submission file (based on the WQX schema). WQX Web also interacts with the Central Data Exchange (CDX), which is the EPA's portal through which all environmental data is expected to flow. WQX Web is also a data conversion and validation tool, providing support for user-defined file formats and user-defined translations to WQX-compliant values for items like Characteristics, Taxonomic Names, Units of Measure, etc.

A WQX Web template is available to assist organizations with formatting their data for upload to WQX Web. Please see the [WQX Web Resources](#) page to access the template.

**WQX Web is accessed through CDX Web. Users of WQX Web will always log in to CDX Web in order to access WQX Web.**

**For users already signed up, here are quick directions for accessing WQX Web now:**

- Go to <https://cdx.epa.gov/SSL/cdx/login.asp>
- Log on to CDX Web
- Once logged on, click the WQX Web link to access the tool

### How to sign up to use WQX Web

#### Step 1: Request a WQX Web account and an WQX Organization ID


To begin the process of setting up your WQX Web account, please provide the following information in an email to the STORET Team. The STORET Team's email address is [storet@epa.gov](mailto:storet@epa.gov).

- First name
- Middle name
- Last Name
- Prefix (Mr./Mrs./Ms)
- WQX Organization ID (see below for more information about WQX Organization IDs)
- WQX Organization Name
- Mailing Address 1
- Mailing Address 2
- City
- State
- Zip/Postal Code
- E-mail Address
- Phone Number

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# Sample email from User

New Memo Reply Reply To All Forward Delete Folder Copy Into New Chat Tools

 **Deepti Puri/DC/USEPA/US**  
03/11/2009 11:44 AM


To: Group Storet@EPA  
cc:  
bcc:  
Subject: Open WQX Web account

To open WQX Web account for my organization WQXTest, this is the information:

First name	Deepti
Middle name	
Last Name	Puri
Prefix (Mr./Mrs./Ms)	Ms
Suffix (Jr./Sr./III/IV)	
Organization Name	USEPA
ORG_ID	WQXTest
Mailing Address 1	1200, Pennsylvania Avenue NW
Mailing Address 2	
City	Washington
State	DC
Zip/Postal Code	20004
Country	USA
E-mail	puri.deepti@epamail.epa.gov
Phone Number	202-566-1199
Tribal WebSIM	

# Sample email from WQX Web Team

New Memo Reply Reply to All Forward Delete Folder Copy Into New Chat Tools

 **Group Store**  
Sent by: Kristen Gunthardt  
02/25/2009 05:03 PM

To: Stanley Stephansen/R2/USEPA/US@EPA  
cc: storet@epa.gov  
bcc:  
Subject: Re: WQX accounts

Hi Stan,

We will set you up with just one WQX Web account for access to the application. This account will then have access to the different ORGs that you will be submitting data for.

We are setting you up with access to "USVIST\_WQX", "R2-WQX", and "R2-EXT-WQX"; **R2-WQX and R2-EXT-WQX will be new Organization IDs.**

CDX Helpdesk will directly email directions on accessing the Customer Retrieval Key (CRK) that is mandatory for registering in CDX Web.

**Note: All user names for CDX Web must follow the convention: firstnamelastname (example "michaeljones"). So when you set up your account with CDX Web, you must follow this convention -- you must set your user name to "stanleystephansen" as this is what we will register in WQX Web.**


Following up on our conversation the other day, the Virgin Islands ORG ID "USVIST\_WQX" only has EPA and contracting staff associated with it within the WQX database – in other words, there has been no VI staff with plans to put data into STORET under this ORG (to our knowledge).

Let us know if you have additional questions.

Kristen

# CDX email with Customer Retrieval Key (CRK)

Records ▾ New ▾ Reply ▾ Reply to All ▾ Forward ▾ Display ▾ More ▾ Report SPAM Report Phishing

 **Your WQX Pre-Registration for an account with the EPA's Central Data Exchange (CDX)**  
EPA CDX HELPDESK to: Deepti Puri  
Sent by: Angela Carroll <acarroll5@csc.com>

02/05/2009 01:04 PM [Show Details](#)

Hello,

This email is to inform you that you have been pre-registered by the Environmental Protection Agency for a Production account with the Central Data Exchange (CDX) for the WQX program. This account will allow you to electronically report environmental data for the listed program to the EPA. In order to complete your registration, please take the following actions:

1. Call the CDX helpdesk at 888-890-1995 and request your Customer Retrieval Key (CRK). The staff member you talk to will verify your identity and provide you the CRK. **(Note: This CRK will expire after 30 days.)**
2. Access the internet web site at this address: <https://cdx.epa.gov/SSL/CDX/preregistration.asp> .
3. Enter your CRK and follow the on-line instructions.

Angie

U.S. EPA CDX Help Desk  
Computer Sciences Corporation  
Phone: 888-890-1995  
Fax: 301-429-6550  
Email: [epacdx@csc.com](mailto:epacdx@csc.com)  
Hours: 8:00 am - 6:00 pm EST/EDT

This is a PRIVATE message. If you are not the intended recipient, please delete without copying and kindly advise us by e-mail of the mistake in delivery. NOTE:

# CDX website

<https://cdx.epa.gov/SSL/CDX/preregistration.asp>



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**U.S. Environmental Protection Agency**

## Registration Warning Notice

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### Environmental Protection Agency Central Data Exchange

#### Warning Notice

EPA's Central Data Exchange Registration procedure is part of a United States Environmental Protection Agency (EPA) computer system, which is for authorized use only. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including law enforcement. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

#### Privacy Statement

EPA will use the personal identifying information which you provide for the expressed purpose of registration to the Central Data Exchange site and for updating and correcting information in internal EPA databases as necessary. The Agency will not make this information available for other purposes unless required by law. EPA does not sell or otherwise transfer personal information to an outside third party. [\[Federal Register: March 18, 2002 \(Volume 67, Number 52\)\]\[Page 12010-12013\]](#)

- [Click here to continue](#) -

# CDX Agreement Sign-up

## Protecting my CDX Password

I agree to protect my CDX password.

*I will not divulge my password to any other individual;* I will not store it in an unprotected location; and I will not allow it to be written into computer scripts to achieve automated login.

## Actions to take if my CDX Account has been Compromised

If I have determined that my CDX account has become compromised, I agree to contact the CDX Technical Support staff at 1-888-890-1995 as soon as possible.

## Terminating my CDX Account

I agree to notify CDX within ten working days if my duties change and I no longer need to interact with the CDX on behalf of my organization. I agree to make this notification via either the CDX web interface or by notifying the CDX Technical Support staff at 1-888-890-1995. This notification will allow CDX to deactivate my account and protect it from potential abuse by others.

I have reviewed these terms and conditions.

I DECLINE

I ACCEPT

# CDX login page

## Central Data Exchange Login

### Warning Notice

EPA's Central Data Exchange Registration procedure is part of a United States Environmental Protection Agency (EPA) computer system, which is for authorized use only. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including law enforcement. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

### Privacy Statement

EPA will use the personal identifying information which you provide for the expressed purpose of registration to the Central Data Exchange site and for updating and correcting information in internal EPA databases as necessary. The Agency will not make this information available for other purposes unless required by law. EPA does not sell or otherwise transfer personal information to an outside third party. [\[Federal Register: March 18, 2002 \(Volume 67, Number 52\)\]\[Page 12010-12013\]](#)

**Announcement: March 3, 2009 5:00 PM EST to March 16, 2009, 8:00 AM EDT - The TRI-MEweb application will be unavailable to all users in order to perform maintenance in preparation for Reporting Year 2008. TRI-MEweb submissions and/or Revisions are not allowed during this time. TRI-MEweb RY08 will be available to all reporting facilities by March 16th. Please feel free to contact the CDX Helpdesk if you have any questions or concerns.**

User Name:

Password:



# CDX User and Password Setup

## CDX Registration: User Information

Use the TAB key to move from field to field. \* = REQUIRED FIELD

First Name: Ms.  \*

Last Name:  \* Suffix:

Please choose a user name and password—the password must be at least 8 characters long and contain at least one number. Both passwords and user names are restricted to alpha-numeric characters and may not begin with a number or contain spaces or symbols, e.g. \$ # . " or @. Your user name should not be a part of your password. If you enter a user name which is in use, you will be asked to select a new user name.

User Name:  \*  
(More than 7 characters; Don't use \$ # . " or @)

Password:  \*  
Re-enter Password:  \*  
(More than 7 characters w/1 number; Don't use \$ # . " or @)

The Help Desk will use the Secret Question and Answer to authenticate you if you forget your password. Please enter a secret question which has relevance to you and has an answer which is not easily guessed by others.

Secret Question:  \*  
Secret Answer:  \*

Next >>

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You are in an encrypted secure session.

# WQX Web through CDX

U.S. Environmental Protection Agency

## MyCDX

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Logged in as, DEEPTIPURI.

### Central Data Exchange - MyCDX

Welcome,  
Ms. Deepti Puri

Last Login:	March 11, 2009
Registered Since:	February 6, 2009
Recertification Date:	February 6, 2009

CDX Registration Status: Active

You have 0 new messages in your [Inbox](#)

[Change System  
Password](#)

[Edit Personal  
Information](#)

[Edit Current  
Account Profiles](#)

[Add New  
Employer Profile](#)

Available Account Profiles:

- [WQX: WQX Web](#)

# WQX Web Home page

U.S. ENVIRONMENTAL PROTECTION AGENCY



**WQX Web**

You are here: Home

Version: 1.04.12.11

## Home

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User Information



## Welcome!

**This tool will assist you with the creation of an XML file compatible with the Water Quality Exchange**

The following links will assist you with the most common features of the application:

[Create or Edit an Import Configuration](#): Create a reusable configuration that describes what your import file looks like and how it maps to WQX data elements.

[Create a New Dataset](#): Create a set of data that will be the source for your WQX XML Submission File.

[Continue with an Existing Dataset](#): Continue where you left off on an existing dataset.

[Review Lookup Values](#): Review the list of allowed values for a specific domain or add values to organization-specific lists of values.

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