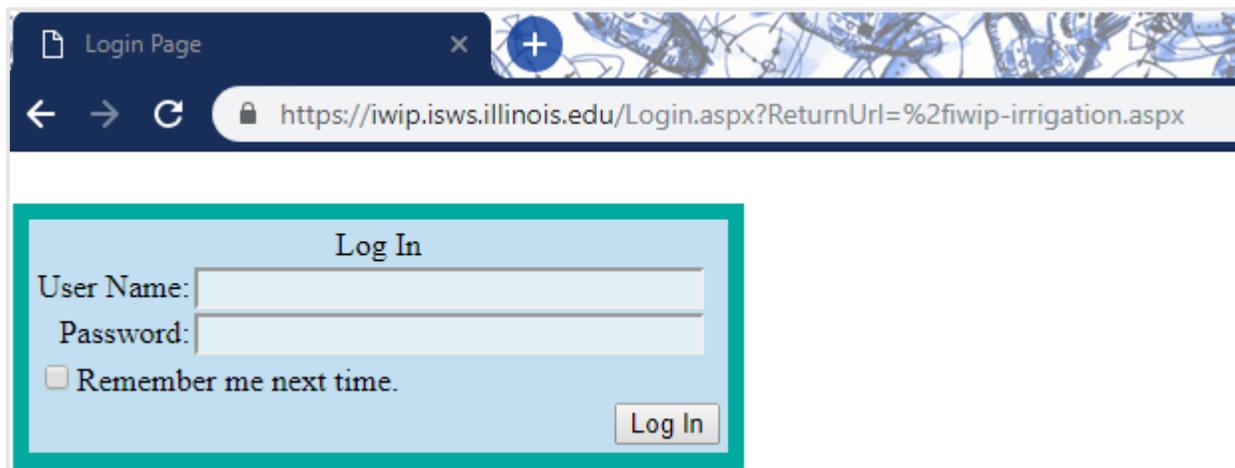


- IWIP Irrigation Online Reporting Tool Instructions -

NOTE: Before beginning this process, please make sure you have your account information (username and password), as well as your **acres**, **calculation method** and **annual gallons** per well/intake that you will be reporting on. Without all these, your submission will not be accepted.

Instructions on how to report online:

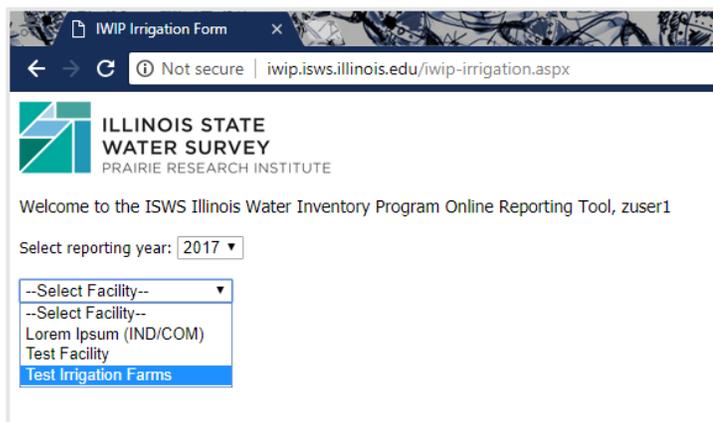
1. Follow the link [here](#) to the log-in page once you've received your account information from Jenny or Alison at the Water Survey. The log-in page will appear as follows:



The screenshot shows a web browser window with the title "Login Page" and the URL "https://iwip.isws.illinois.edu/Login.aspx?ReturnUrl=%2fiwip-irrigation.aspx". The main content area is a light blue box titled "Log In" containing the following elements:

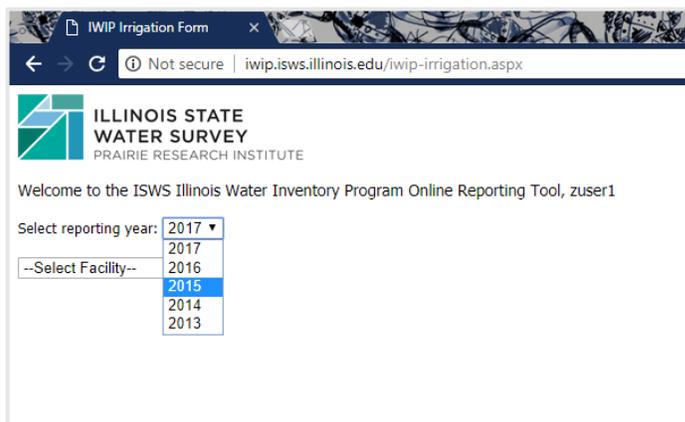
- User Name: [text input field]
- Password: [password input field]
- Remember me next time.
- Log In button

2. After logging in, the following page will appear:



The screenshot shows the main page of the IWIP Irrigation Online Reporting Tool. The page header includes the logo for the Illinois State Water Survey, Prairie Research Institute, and the text "Welcome to the ISWS Illinois Water Inventory Program Online Reporting Tool, zuser1". The page contains the following elements:

- Select reporting year: 2017
- Select Facility-- dropdown menu with options: --Select Facility--, Lorem Ipsum (IND/COM), Test Facility, and Test Irrigation Farms.



The screenshot shows the main page of the IWIP Irrigation Online Reporting Tool, similar to the previous one, but with a different view of the reporting options. The page header includes the logo for the Illinois State Water Survey, Prairie Research Institute, and the text "Welcome to the ISWS Illinois Water Inventory Program Online Reporting Tool, zuser1". The page contains the following elements:

- Select reporting year: 2017
- Select Facility-- dropdown menu with options: 2017, 2016, 2015, 2014, and 2013.

Please select your facility from the drop-down menu, as well as the year which you wish to report for. [The current reporting year is 2018.] You may only have one facility, but if you operate irrigation systems in more than one county, you should have a facility for each.

3. After selecting your facility/year, the reporting page will appear something similar to the following:

ILLINOIS STATE WATER SURVEY
PRAIRIE RESEARCH INSTITUTE

Welcome to the ISWS Illinois Water Inventory Program Online Reporting Tool, zuser1
Facility Name: TEST-IRRIGATION FARMS **Facility ID:** 09979999 **Report Year:** 2017

IWIP Irrigation Resources: For details of the IWIP Irrigation Reporting Program, download the [Agricultural Irrigation Reporting Handbook](#). See the Appendices for printable copies of worksheets to assist you in calculating Acres-Inches, GPM-Hours (rated gallons per minute; time method), or documented Flowmeter readings. To download fillable worksheets, visit the [IWIP Irrigation webpage](#).

Instructions:

- If you **have not** used a well and/or surface water intake this year, please indicate "0" gallons on the corresponding line.
- If you **have** used a well and/or surface water intake this year, please indicate:
 - the acreage covered per well and/or surface water intake
 - the method used to calculate the annual gallons, as selected from the pull-down menu
 - the gallons pumped per well and/or surface water intake
- After all values have been entered, press the "Calculate Total Pumpage" button or the Enter key to calculate the total gallons used by your operation during this reporting year.

NOTE: When entering a value greater than zero in the Annual Gallons section, Acres and Method will become mandatory sections in order to complete this form.

If any of your well or intake data listed below is incorrect or needs to be changed, use the comment field to provide the details.

Please contact IWIP at phone number 217-333-0239 or email isws-iwip@isws.illinois.edu if you have any questions.

Confidentiality Statement - If the water use data you are providing to the Illinois Water Inventory program is considered proprietary, privileged, or confidential commercial information, indicate this fact by checking the box below:

Yes, the water use data disclosed on this form is considered proprietary, privileged, or confidential commercial information by the entity providing the information:

Pt.	ISWS ID	Type	Status	Local Name	Tw	Rng	Sec	Acres	Method	Annual Gallons	Comment/Note
1	491405	Well	In-Use	IRR WELL 1	36N	02E	99		Select One		
3	487222	Intake	In-Use	INTAKE 1	33N	01E	99		Select One		
										0	Calculate Total Pumpage

4. At this point, read the instructions provided on the reporting page. It's important to note that you should **review your data before hitting the 'Submit' button**. Once you hit 'Submit' you will not be able to edit your report.

- After submitting, a “submission confirmation” email should arrive in your inbox. This email will include a summary of the data you have submitted, although it will not be formatted like the online form. Therefore, if you would like to view the data in its current form, selected the ‘Print/Save a Copy for your Record’ button.

Confidentiality Statement - If the water use data you are providing to the Illinois Water Inventory program is considered proprietary, privileged, or confidential commercial information, indicate this fact by checking the box below:

Yes, the water use data disclosed on this form is considered proprietary, privileged, or confidential commercial information by the entity providing the information:

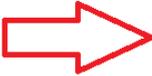
Pt.	ISWS ID	Type	Status	Local Name	Tw	Rng	Sec	Acres	Method	Annual Gallons	Comment/Note
1	491405	Well	In-Use	IRR WELL 1	36N	02E	99	140	Acre - Inches	13,200,000	
3	487222	Intake	In-Use	INTAKE 1	33N	01E	99	140	Acre - Inches	13,641,000	
										26,841,000	Calculate Total Pumpage

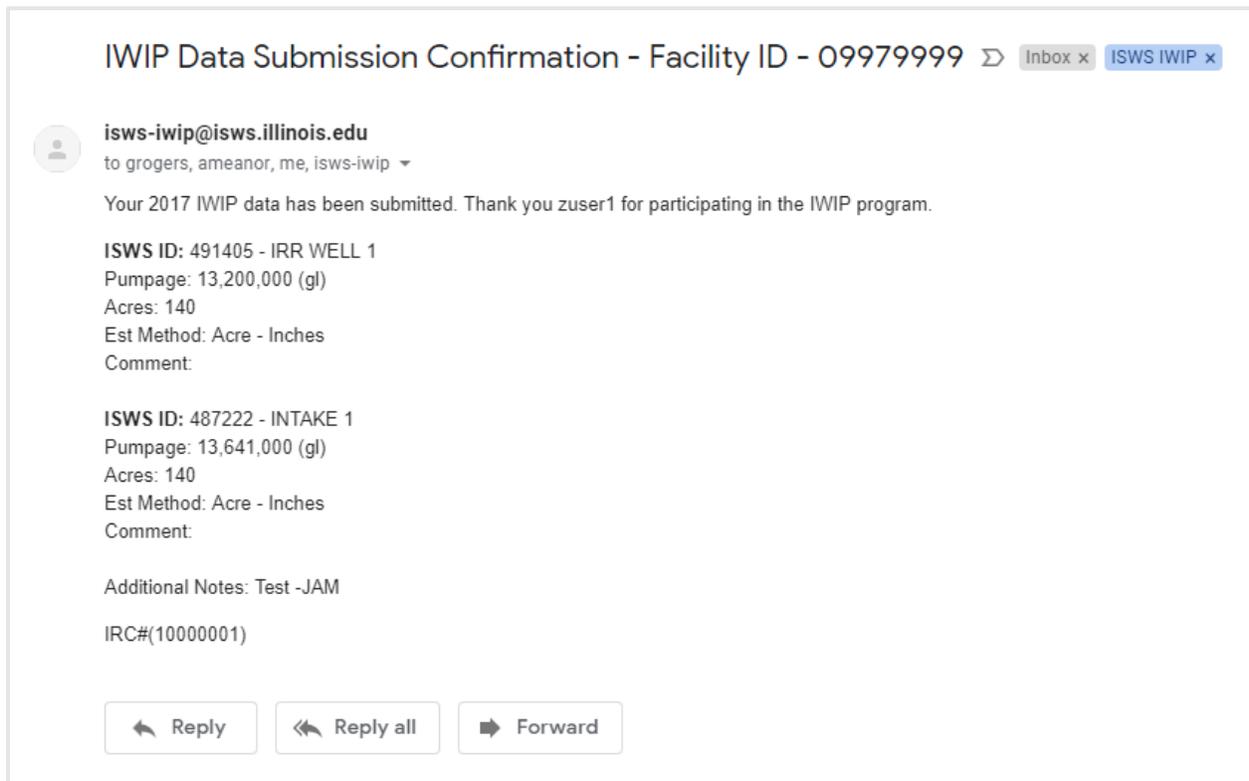
Does your facility include any new or additional wells not listed above? Yes No

Please add any additional comments regarding new wells, changes in any existing wells, or any other relevant water usage information:

Test -JAM

Your 2017 water usage data has been saved. Thank you for your participation in IWIP. - Submitted on 8/7/2018. Please close this browser window to exit.

 [Print A Copy For Your Records](#) [Enter New Irrigation Data](#)



6. If you have multiple facilities to report on, select the 'Enter New Irrigation Data' button. You'll be taken back to the facility/year selection page, at which point simply select your next facility and repeat the above process.

7. If you have previous years of data to report for, feel free to select the 'Enter New Irrigation Data' button and again, repeat the above process, simply selecting the year you wish to report for.

If you have any questions or concerns, please contact IWIP staff either via email at isws-iwip@isws.illinois.edu or call us at 217-333-0239.