

Adding Time Offsets in HydroSphere™

ADD TIME OFFSET TO CORRELATE DATA FROM DATA LOGGERS

Please follow the instructions below to let HydroSphere know the time offset entered in your data logger's system time.

NOTE: Only Account Admins will be able to perform these steps.

The screenshot shows the HydroSphere web interface. The top navigation bar includes the HydroSphere logo, a user profile dropdown for 'XylemDemo', and a user icon. The main content area is titled 'Networks' and features a search bar, a 'Site' tab (highlighted with a yellow box and a '2'), and two buttons: 'Create New Site' and 'Create New Network'. A table below lists several sites with columns for Site ID, Display name, Site type, and Status. The 'Add Time Offset' button is highlighted with a yellow box and a '3' in the top right corner. A '1' in a yellow box highlights the 'Networks' icon in the left sidebar.

Site ID	Display name	Site type	Status
RockHillTest	Rock Hill Test		Inactive
Test_SC	ISS North Storm		Inactive
test2	test2		Inactive
DEMO1	Lake Murray		Inactive
DEMO2	DEMO2		Active

1 In HydroSphere, click on the **Networks** icon.

2 Click the **Site** tab.

3 Click the **Add Time Offset** button.

6

Use the drop down menu to select the appropriate time offset (time zone and DST adjustment).

- a. If you clicked **All Networks**, you will see one dropdown to enter your time offset for all sites.
- b. If you clicked **Individual Networks**, you will see all your networks listed, each with a dropdown to enter your time offset.
- c. If you clicked **Individual sites from all networks**, you will see all your sites listed, each with a dropdown to enter your time offset.

7

Click **Continue** when you have entered all your time offset information.

The screenshot shows a configuration interface with a progress bar at the top. The first step, 'Disclaimer/Info', is complete with a green checkmark. The second step, 'Time Offset Selection', is also complete with a green checkmark and is highlighted with a yellow box and a '9' in a yellow circle. The third step, 'Confirm & Save', is indicated by a '3' in a blue circle. Below the progress bar is a red warning box with the text: 'Please ensure your time offset entries are correct. You will not be able to change them after you click Save. Click on the stepper above to go back and edit the time offsets.' Below the warning is a table with three columns: 'Sites', 'Timezone', and 'Daylight Savings'. The table contains five rows of data. A yellow box highlights the table with an '8' in a yellow circle. At the bottom right, there are 'Cancel' and 'Save' buttons. The 'Save' button is highlighted with a yellow box and a '10' in a yellow circle.

Sites	Timezone	Daylight Savings
DEMO2	(GMT-05:00) Eastern Time	On
US.NC.Mebane.North	(GMT-05:00) Eastern Time	On
YSI_Storm3TK_Demo	(GMT-05:00) Eastern Time	Off
MBMO	(GMT-05:00) Eastern Time	On
WestDemo	(GMT-05:00) Eastern Time	Off

8

All of your entries will be displayed.

9

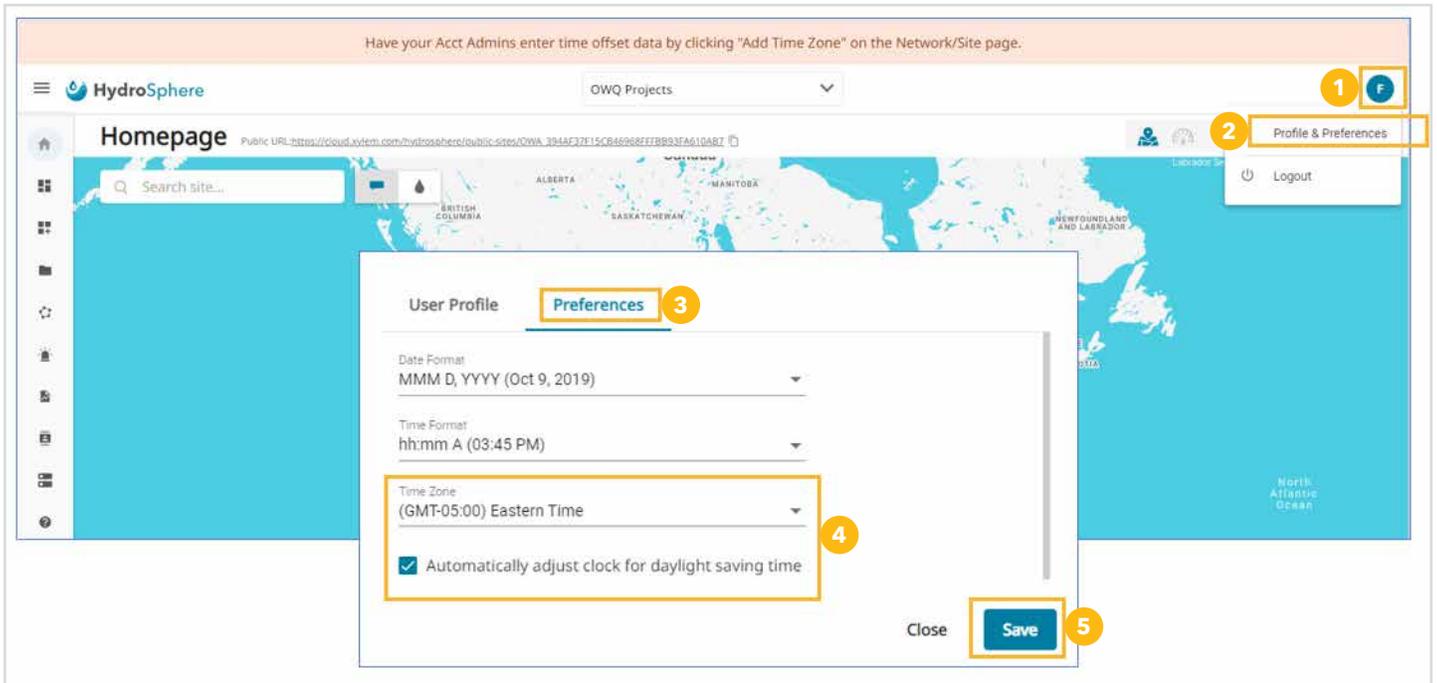
If you need to make a change, click **Time Offset Selection**.

10

When you are satisfied that your entries are all correct, click **Save**.

Once you enter and save your time offset data, your historical data will be updated to UTC/GMT. This updating process may take up to 72 hours. If your data is already in UTC/GMT, no updates will be required to your historical data.

When the update is complete, you can adjust the times displayed on HydroSphere by completing the following.



- 1 Click the **User Initial** in the top right of the screen.
- 2 Click **Profile & Preferences**.
- 3 Click the **Preferences** tab.
- 4 Select your time zone and DST adjustment preferences.
- 5 Click **Save**.

NOTE: Changes to HydroSphere Preferences do not change the raw data, only the data displayed in HydroSphere.

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