



Data Manager User Guide

Version 1.0
Revision B

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Conventions in This Book

This document uses the following typographical conventions:

Table 1

Style	Is used for...
<i>italic</i>	Special terminology, most of which is included in the glossary and index at the end of the book. Italic text is occasionally used for mild emphasis.
bold	Strong emphasis and warnings.
<code>fixed width</code>	Code elements such as object methods, object properties, class names, code examples, file names, literal text elements, and URLs.

IMPORTANT

These boxes indicate important information!

Note

These boxes indicate information of potential interest, for example, reminders, related facts, or information that only applies to some developers.

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Introduction

1.1 What is Data Manager?

MapQuest Data Manager is a web application designed to assist MapQuest Site Advantage and Advantage API customers in managing their MapQuest-hosted location data for use with their MapQuest Business Solutions software product.

Using Data Manager, you can:

- Upload batch files to completely overwrite existing location data
- Upload batch files containing only records to be added, changed or deleted
- Add, edit and delete individual locations
- Correct the placement of locations as they appear on maps
- Monitor the results of MapQuest geocoding
- View location information within a staging environment before making data available to your end users

1.2 Using This Documentation

The Data Manager User Guide is intended for customers who will use Data Manager to manage location data in a MapQuest-hosted database. The reader is expected to be familiar with concepts such as web sites, e-mail and the technical implementation details of the location data that shall be uploaded.

The goals of the Data Manager User Guide are to:

- Orient users with Data Manager features
- Orient users with the Data Manager interface
- Provide users with the technical details required to use Data Manager

Data Manager is a companion application of the MapQuest Site Advantage and Advantage API solutions. Consult the Site Advantage and Advantage API Developer Guides for additional information specific to those products.

1.3 System Requirements

Data Manager requires users to be connected to the Internet using Firefox 2, Internet Explorer 6, or Internet Explorer 7 and must have cookies enabled.

1.4 Typical Workflow

Below is the typical workflow for using Data Manager to make your location data available to Site Advantage and Advantage API :

- Read the remainder of this document and log in to Data Manager to familiarize yourself with the interface
- Create a table schema (Advantage API clients only)
- Prepare a full batch file containing your location data
- Upload the full batch file
- Await e-mail notifying you that your file has been processed and loaded to your staging database
- Log in to Data Manager to verify that processing was accurate
- Review errors and ambiguities
- Make changes as desired
- Push data to production database
- Await e-mail notifying you that your data has been pushed to production

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Geocoding

Before covering the specifics of Data Manager, it will be useful to understand the concept of geocoding and how it applies to your location data.

2.1 What is Geocoding?

Geocoding is the process that assigns a latitude and longitude coordinate to a location. When you upload data to Data Manager, the system processes your location data. As part of that processing, it attempts to assign a geocode, or latitude and longitude coordinate, to each of your locations. *Geocodes* are required to show locations on maps or to generate driving directions. In addition, geocodes are necessary for proximity and corridor searching with your MapQuest Site Advantage or Advantage API solution.

2.2 What Happens During Geocoding?

MapQuest uses geographic data from a variety of sources to geocode your locations. Using geographic data, regional rule sets are applied in an attempt to find the best “match.” Ideally, the system will return a single exact match – or a single latitude and longitude coordinate for each address you provided. If it cannot find a single exact match, it may return a single possible match, multiple possible matches or no match at all.

The MapQuest geocoding engine is flexible and can often identify geocodes even when incomplete or partially incorrect information is provided. When the system returns non-exact matches, these matches are referred to as *ambiguous geocoding results*. Here are several examples of ambiguous geocoding results:

- If the submitted address is 123 Main Street, but 123 Main Street does not exist, the system may provide “123 Main Drive” as a potential match.
- If the submitted address is 123 Main Street, but 123 Main Street does not exist, the system may determine that there are two possible matches, “123 North Main Street” and “123 South Main Street.”
- If the submitted address is 123 Main Street, but 123 Main Street does not exist, the system may determine that “Main Street” exists, but that the street number “123” does not exist. In this case, the system may return block ranges as potential matches. For instance, “200-299 Main Street,” “300-399 Main Street,” “400-499 Main Street,” etc.

When the system cannot geocode the street address, it will look next for a ZIP code or postal code match. If a ZIP code or postal code is present and valid, the system will return the latitude and longitude coordinate for the weighted or geographic center-point of the submitted ZIP code or postal code. If it cannot find a ZIP code or postal code, it will look for a city match. If no city is available, it will look for a state or province match, etc. The system will use broader and broader geographic units until it can arrive at a geocode. In rare cases where no geocode is

achievable, the system will automatically assign the latitude and longitude coordinate for the weighted or geographic center-point of the specified country.

2.3 Geocode Quality

The quality of geocodes can vary greatly depending on many factors, but the greatest factor is the quality of the location information submitted to the geocoding engine. Here are some tips to assist you in improving the geocode quality of your locations:

Intersections

To map an intersection use the “@”. Examples include:

- “First @ Broadway”
- "Interstate 25 @ Colorado Blvd"
- "Smith Road @ Blake St."

Interstates & Highways

To map an interstate or highway, spell out the word "interstate" or "highway" completely. Abbreviations are not accepted.

Cardinal Points

Within addresses, the cardinal points, North, South, East, and West may be abbreviated "N", "S", “E”, and “W”, respectively. Abbreviations such as "No." and "So." are not accepted. Examples include:

- "123 N Main St"
- "456 Main St N"

City Names

Abbreviated city names are not accepted. For instance, New York should not be entered as NYC. In addition, cities like North Hampton should not be entered as N. Hampton.

Suite Numbers

MapQuest does not recognize suite numbers and apartment numbers so if you are having trouble geocoding a location, try omitting the suite number.

Address Ranges

When a building’s address is represented as an address range (for example, 24-58 Elm Street), you should select a single address within that range (for example, 24 Elm Street). MapQuest does not accept address ranges.

Vanity Addresses

In most cases, MapQuest does not recognize vanity addresses (for example, #1 MapQuest Drive). Please use the alternative street address recognized by the United States Postal Service.

Data Manager Databases

Before we examine the features and functionality of Data Manager, it will be useful to understand how Data Manager stores your data.

3.1 Staging Database

When you upload data to Data Manager, the new data is processed and stored in a *staging database*. Any changes you make to your data are made in this staging, or test, environment.

To make your location data available to MapQuest Site Advantage or Advantage API, you must “push” your data, or changes to your data, to your Data Manager *production database*.

3.2 Production Database

When you push data to your *production database*, this data is made available to your MapQuest Business Solutions software product and therefore, your end-users.

The following figure demonstrates how your data moves through the Data Manager system.

Location Data From Beginning to End



Though not recommended, it is possible to set a preference to have your data automatically pushed from your staging database to your production database. Refer to 10 *Setting Preferences* for details.

Tables

Note

This chapter is only applicable to MapQuest Advantage API clients. If you have licensed MapQuest Site Advantage, you can skip this chapter and proceed to Chapter 5, “Preparing & Uploading Location Data”.

4.1 Creating Tables

Data Manager allows Advantage API customers to create and manage up to ten tables containing information about your business locations.

The first step in managing your location information is to create one or more tables. Tables are added via the “Add Table” page within Data Manager, shown in the figure below.

Add Table Page within Data Manager

The screenshot shows the MapQuest Technical Resource Center interface. At the top, there is a navigation bar with links: HOME, DOCUMENTATION, DOWNLOADS, DATA MANAGER (highlighted), EXAMPLES, FAQs, TOOLS, and REPORTS. On the right, there are links for LOGOUT and HELP. The main content area is titled "Data Manager" and contains a sidebar with a list of links: Home, Tables (selected), Data Summary, Upload File, Add Locations, Edit Locations, Production, Download Data, and Preferences. The main form area is titled "Tables > Add Table" and contains the following elements:

- A heading: "Specify a suffix to be appended to your table name and to help you in identifying multiple tables."
- A text input field labeled "Table Name Suffix:".
- A paragraph: "In addition to the required [standard fields](#), you have the option to submit up to 100 additional fields. Define these fields by assigning a name and field type for each attribute you plan to include in your location data file. Fields must be specified in the order in which they will appear in your data file."
- A table with two columns: "Field Name" and "Field Type".
- A "Field Name" input field.
- A "Field Type" dropdown menu with "-- Select --" and an "Add" button.
- A large empty table area with a vertical scrollbar and a "Del" button.
- "Cancel" and "Submit" buttons at the bottom.

MapQuest auto-assigns a name to each of your tables, but you are asked to provide a suffix which is appended to your file name. This will help you to differentiate between multiple tables.

Your table will consist of fixed standard fields, as well as up to 100 additional attributes. For additional information on Data Manager's standard fields, refer to Table 1, "Full Batch File Format," on page 9.

Defining Additional Attributes

To define additional attributes, you will need to assign a field name and select a field type for each attribute. Field names may be up to 25 characters in length. Field types include:

- String - Up to 255 alphanumeric characters
- Integer - Any whole number
- Date - YYYY-MM-DD format only

Fields must be specified in the order in which they will appear in your data file.

Active Table

By default, the first table you create in Data Manager is your *active table*. This means that whenever you log in to Data Manager, your active table is the table to which you will upload data and add, edit or delete records.

The active table can be changed on the Tables index page.

Note

Changing the active table from the Tables index page changes your active table only for the duration of your Data Manager session.

You may change your default active table so that it is the active table each time you log in to Data Manager. Refer to 10 *Setting Preferences* for details.

Editing Tables

While it is possible to edit a table schema, it is instead recommended that you create a new table and then delete the original table once you are satisfied with your new table.

Please note that editing a table schema will cause existing data in your staging database to be dumped and will require you to load new data. Once you have loaded new data, you will need to push your new table schema and newly uploaded data to production to expose your new data to end users. See 8 *Pushing Data from Staging to Production*.

Preparing and Uploading Location Data

There are two different types of batch files you will upload to Data Manager:

- Full Batch Files
Full batch files contain records for all of your locations.
- Incremental Batch Files
Incremental batch files contain only records for added, changed, and deleted locations.

5.1 Full Batch Files

The first time you load data to Data Manager, you will upload a full batch file. A full batch file is a *flat file* that contains a record for each of your locations. Each record must be delimited by a new line character. Within each record, each field must be delimited by a comma, a tab or a pipe character.

Full batch files must have a `.txt` extension. When you have properly formatted your file as described in this chapter, you can upload the file in several formats: uncompressed, compressed with ZIP, or compressed with GZIP.

Table 1 *Full Batch File Format* shows the required format for a full batch file. Values are not required for each field, but the field must be included as a placeholder with the appropriate field delimiter.

Table 1 Full Batch File Format

Field Name	Maximum Characters	Description
Record ID	10	A unique database record identifier. Record IDs must be unique for each record. Duplicate record IDs will cause some records not to load into Data Manager. This field is required.
Location Name	255	Name of the location.
Street Address	80	Street number and street name.
City	50	Name of city.
County	50	Name of county.
State	2	The 2-digit ISO code for the US state or Canadian province where the business is located. You may leave this field blank only if the location is outside the US or Canada.

Field Name	Maximum Characters	Description
Postal Code	10	In the US, the ZIP code (5-digit, 7-digit or 9-digit), with or without hyphens or spaces. In other countries, the postal code.
Country	2	2-Digit ISO code for the country where the business is located.
Icon ID	11	If you have licensed Advantage API, leave this field blank. If you have licensed Site Advantage, this field will contain the integer value that specifies your location icon. You can use an icon from the MapQuest icon library or a custom icon uploaded by MapQuest Technical Support. Consult the Site Advantage Developer Guide for additional information on icons.
Display Type (DT)	4	If you have licensed Site Advantage, leave this field blank. If you have licensed Advantage API, valid values range from 3072-3583; Default value is 3100; See the Advantage API Developer Guide for additional information on the use of display types.
Latitude	255	Latitude coordinate of the location. NOTE: The latitude must be entered in decimal format (including the decimal point) with a maximum of 6 characters to the right of the decimal point. Data Manager can automatically generate this for you if you provide a full street address or partial address. This process is called geocoding. If a value for this field is present, geocoding will not occur.
Longitude	255	Longitude coordinate of the location. NOTE: The longitude must be entered in decimal format (including the decimal point) with a maximum of 6 characters to the right of the decimal point. Data Manager can automatically generate this for you if you provide a full street address or partial address. This process is called geocoding. If a value for this field is present, geocoding will not occur.
Geocode Quality	255	<i>Ignored for uploaded files.</i> However, in file downloads, this will be a geocode quality. Refer to 6 <i>Reviewing Processed Data</i> for additional information on geocode quality.
User fields (1 to 10)	255	NOTE: This applies only to Site Advantage clients. 10 separate user-defined fields, each containing a free-form string that can be optionally displayed for each location. Common uses include phone numbers, Web site URLs, and store hours. These are optional fields. <i>You can leave these out of the record (line) entirely if desired. If you skip any user fields, you must omit all later fields in the record.</i>

Field Name	Maximum Characters	Description
Search fields (1 to 20)	1	NOTE: This applies only to Site Advantage clients. 20 Boolean fields, each one containing only the character 0 (false) or 1 (true). If blank, the default is 0. Never supply characters other than 0 or 1; if you do, the records will never be found when attempting to use the search fields. <i>You can leave these out of the record (line) entirely if desired. If you skip any search fields, you must omit all later fields in the record.</i>
Text fields (1 to 100)	255	NOTE: This applies only to Site Advantage clients. 1 to 100 additionally licensed data fields that can be searched by string or substring. <i>You can leave these out of the record (line) entirely if desired. If you skip any text fields, you must omit all later fields in the record.</i>
Additional Fields (1-100)	Refer to <i>Defining Additional Attributes</i> .	NOTE: This applies only to Advantage API. Additional fields as defined in 4 Tables.

Example Records

Here is an example location file with four records. For clarity in this User Guide, the sample records below show text that wraps to the next line and shows extra vertical space between “lines” in the file. In your location files, there must be no “new line” characters other than between lines that represent records.

```

"2","My Location 2","2315 N LAKE DR","MILWAUKEE","MILWAUKEE
COUNTY","WI","53211-4518","US","12","","43.0604","-87.8802",
"L1AAA","test1","test2","test3","test4","test5","test6","test7",
"test8","test9","test10","1","0","1","0","1","0","1","0","1",
"0","1","0","1","0","1","0","1","0","1","0","3",
"smith/wesson/glock and associates, inc.", "[2700-2845]
GREENBRIAR PKWY SW","ATLANTA","FULTON COUNTY","GA","30331","us",
"12","","33.6903","-84.4891","B3AAA","test1","test2","test3",
"test4","test5","test6","test7","test8","test9","test10","1",
"0","1","0","1","0","1","0","1","0","1","0","1","0","1","0",
"1","0","1","0"

"4","location 4","[1800-1899]3RD ST NW","WASHINGTON",
"DISTRICT OF COLUMBIA", "DC","20001","us","12","","38.9152",
"-77.0157","B3AAA","test1","test2","test3","test4","test5",
"test6","test7","test8","test9","test10","1","0","1","0",
"1","0","1","0","1","0","1","0","1","0","1","0","1","0",
"1","0"

"5","location 5","5531 N KENMORE AVE","CHICAGO","COOK
COUNTY","IL","60640-1555","us","12","","41.9825",
"-87.6566","L1AAA","test1","test2","test3","test4",
"test5","test6","test7","test8","test9","test10","1",
"0","1","0","1","0","1","0","1","0","1","0","1","0",
"1","0","1","0","1","0"

```

If you license text based searching you will be able to insert additional text fields after the search fields. Below is an example record of what the records in your file might look like if you license 5 additional text fields and do not use the search fields:

```
"3","smith/wesson/glock and associates, inc.", "[2700-2845]
GREENBRIAR PKWY SW","ATLANTA","FULTON COUNTY","GA","30331",
"us","12","","33.6903","-84.4891","B3AAA","test1","test2",
"test3","test4","test5","test6","test7","test8","test9",
"test10",,,,,,,,,,,,,,"Text1","Text2","Text3",
"Text4","Text5"
```

5.2 Incremental Batch Files

Once you have uploaded data to Data Manager, subsequent uploads will be incremental batch files. An *incremental batch file* is a flat file that contains only records that have been added, changed, or deleted.

Incremental batch files are identical to full batch files with the following exceptions:

- Instead of a `.txt` file extension, incremental batch files have an `.acd` extension. The `.acd` extension is critical for the system to recognize that you are uploading an incremental batch file.
- Incremental batch files contain an additional field which is pre-pended so that it becomes the first field in each record. This field contains a single character representing the action to be taken, as follows:
 - A = add record
 - C = change record
 - D = delete record

When deleting records with an ACD file, you do not need to enter the entire address for that record. To delete a record, the only required fields on each line are the initial column (containing the letter d) and the record ID column. In this special circumstance, the other fields can be completely omitted from the line if desired.

In other words, the file could contain only the two following lines indicating deletion of two records by specifying their record IDs. For this example, the record IDs are REC101 and REC102.

```
d,REC101
d,REC102
```

5.3 Tips for Preparing Data

The following are some tips to assist you in preparing your data:

- To avoid a problem due to usage of your delimiting character within a field, you may optionally wrap each field in quote signs. Be aware that if you do this and then need to use a quote character within a field, you will need to escape the quote character with a backslash character as follows, “\””. If you need to use a backslash character, replace it with “\\”.
- Record IDs are verified for uniqueness. When a record is loaded with a non-unique record ID, the record is sent to an error file. Refer to 9 *Downloading Data* for details on downloading error files.
- When a record is submitted with valid latitude and longitude values, Data Manager stores the coordinate information and does not geocode the record. When a record is submitted without latitude and longitude values, Data Manager geocodes the location for you and stores the coordinate information within your record.
- Do not use `\n` (newline) or `\r` (carriage return) characters within any field. When preparing batch files, you can use any of the following end-of-line character systems: DOS (Windows), UNIX, or Mac OS.

- For non-ASCII characters, note that Data Manager uses Latin-1 (ISO-8859-1) character encoding.

5.4 Uploading Data

Files are uploaded using the Upload File page shown in the following graphic.

Upload Page in Data Manager



5.5 Automating File Uploads

It is possible to automate the upload of batch files to Data Manager. To do this, you must send an HTTP multi-part POST request to Data Manager. The request must contain the user name, password and table name parameters and have the file contents stored in the multipart form data section of the request.

Note

Refer to the *Data Manager Automation Supplement* for more information about automating your file uploads.

Reviewing Processed Data

Once you upload your batch file, the system will process your data and load it to your staging database. Once the data is processed and stored, you will receive an email notifying you that processing is complete. When you receive this email, you can verify the success of processing by viewing your staging Data Summary.

The Data Summary shows the total number of records in your staging area and provides a count for the number of records matching each processing disposition. Refer to Table 1 *Processing Dispositions* for the meanings of processing dispositions.

Table 1 Processing Dispositions

Disposition	Meaning
Address Quality	The geocode represents a full street address.
Intersection Quality	The geocode represents an intersection of two streets.
Street Quality	The geocode represents a block on a street or the center-point of an entire street.
ZIP/Postal Code Quality	The geocode represents the weighted geographical center of a ZIP code or postal code. ZIP/Postal Code quality can be further broken down into ZIP9, ZIP7, and ZIP geocode qualities, in which typically ZIP9 is considered a high-accuracy postal code match, ZIP7 a medium-accuracy postal code match, and ZIP a low-accuracy postal code match.
City Quality	The geocode represents the weighted geographical center of a city.
State/Province Quality	The geocode represents the weighted geographical center of a state or province.
Country Quality	The geocode represents the weighted geographical center of a country.
Multiple Address Matches	Multiple geocodes were returned, each of which represents a full-street address and a possible match.
Multiple City Matches	Multiple geocodes were returned, each of which represents the weighted geographical center of a city and a possible match.
Not Geocoded (Processed)	Record was submitted with valid latitude and longitude values, and was therefore loaded to staging but not geocoded.
Not Processed (Errors)	Record was not processed because it contained an error (i.e., duplicate record ID, no country value, etc.).

To access your Data Summary, log in to Data Manager and click “Data Summary” in the left navigation. The following graphic shows a Data Summary page for an example staging database.

With the exception of Errors, each disposition listed on the Data Summary page is also a link. To access records that match a listed disposition, click the desired link. Refer to 9 *Downloading Data* for details on downloading records containing errors.

When you click Data Summary on the navigation bar, you will be viewing the Data Summary page for your staging database (see following graphic). To view the disposition of records in your production database, click the Production link toward the top of the page.

Data Summary Page in Data Manager

The screenshot shows the MAPQUEST TECHNICAL RESOURCE CENTER interface. At the top right, there are links for LOGOUT and HELP. A navigation bar contains links for HOME, DOCUMENTATION, DOWNLOADS, DATA MANAGER (highlighted), EXAMPLES, FAQs, and TOOLS. The main content area is divided into a left sidebar and a main panel. The sidebar, titled 'Data Manager', contains links for Home, Data Summary (selected), Upload File, Add Locations, Edit Locations, Production, Download Data, and Preferences. The main panel, titled 'Data Summary', shows a selection for 'Staging' and 'Production'. Below this is a table with two columns: 'Geocode Quality' and 'Number of Records'. A 'Note' box on the right states: 'Note: You have made changes to your data that are waiting to be pushed to production. Push to Production'.

Geocode Quality	Number of Records
Address Quality	0
Intersection Quality	0
Street Quality	0
ZIP/Postal Code Quality	0
City Quality	0
State/Province Quality	0
Country Quality	3
Multiple Address Matches	0
Multiple City Matches	0
Not Geocoded (Processed)	2
Not Processed (Errors)	0
Total Records in Staging	5

Note:
You have made changes to your data that are waiting to be pushed to production.
▶ [Push to Production](#)

Adding, Editing, and Deleting Individual Records

Though you can upload incremental batch files to add, change, or delete one or more location records, you may also manually add, edit, and delete individual records using Data Manager’s web interface.

7.1 Adding Individual Records

To manually add a single location to your staging database, click on the Add Locations item in the navigation menu. The resulting form allows you to add a single location.

To make the new record available to MapQuest Site Advantage or Advantage API, you will need to push the new record to your production database. See 8 *Pushing Data from Staging to Production* for details on pushing data to production.

Note

Records added individually using the Data Manager interface are not automatically pushed to production using the **Automatic Push to Production** preference setting.

Refer to 5.2 *Incremental Batch Files* for additional information on adding records using batch uploads.

7.2 Editing Individual Records

To manually edit a single location, click on the Edit Locations item in the navigation menu. The resulting form allows you to specify criteria by which to find the record you wish to edit. The query will return all records matching the criteria you specify. Once you have identified the record you wish to edit, click the Edit icon to the right of the desired record.

To make the edit available to MapQuest Site Advantage or Advantage API, you will need to push the updated record to your production database. See 8 *Pushing Data from Staging to Production* for details on pushing data to production.

Note

Records edited individually using the Data Manager interface are not automatically pushed to production using the “Automatic Push to Production” preference setting.

See 5.2 *Incremental Batch Files* for additional information on changing existing records using batch uploads.

7.3 Deleting Individual Records

To manually delete a single location, click on the Edit Locations item in the navigation menu. The resulting form allows you to specify criteria by which to find the record you wish to delete. The query will return all records matching the criteria you specified. After you have identified the record you wish to delete, click the Delete icon to the right of the desired record.

To ensure that the record is no longer available, you will need to push the change to your production database. See 8 *Pushing Data from Staging to Production* for details on pushing changes to production.

Note

Records deleted individually using the Data Manager interface are not automatically pushed to production using the “Automatic Push to Production” preference setting.

See 5.2 *Incremental Batch Files* for additional information on deleting records using batch uploads.

Pushing Data from Staging to Production

When you upload data to Data Manager, the new data is processed and stored in a staging database. Any changes you make to your data are made in this staging, or test, environment. To make data available to MapQuest Site Advantage or Advantage API, it is necessary to “push” new or changed data from your staging database to your production database.

To push data to production, click on the Production link in the navigation menu. While doing a push to production, both the staging and production tables are locked until the push into production is complete. Once the push to production is complete, you will receive an e-mail confirmation and once again be able to access your data using Data Manager.

When you push data to production, your staging data is copied to the production database. In cases where multiple ambiguous geocoding results are not manually corrected, the first geocode is, by default, pushed to production. See 2.2 *What Happens During Geocoding?* for details on the handling of ambiguous geocoding results. You may opt to never push ambiguous records to production. See 10 *Setting Preferences* for additional information.

If you are unsure whether or not you’ve made changes to your data that require a push to production, visit the Data Summary page. If you have made changes to your data that require a push to production, a message will appear on the Data Summary page. See 6 *Reviewing Processed Data* for additional information on data summaries.

9

Downloading Data

There are four types of files you can download from Data Manager. To protect your corporate data, all four download types use encrypted HTTPS requests. The format of fields within downloaded files is identical to the format required to upload batch files to Data Manager. Downloaded files are comma-delimited.

To download files, click on the Download Data item in the navigation menu. The resulting page will present four download options:

- **Ambiguities**

Download all staging database records with address elements that produced multiple geocoding matches. See *2.2 What Happens During Geocoding?* for additional information on ambiguous geocoding results.

- **Errors**

Download all records that failed to import due to errors. Examples of errors would include records that were lacking required fields or records with non-unique record ID fields.

- **Staging Data**

Download all records in your staging database.

- **Production Data**

Download all database records in your production database. These are the records made available to your implementation of Site Advantage or Advantage API.

Setting Preferences

Data Manager offers several preferences to enhance your ability to manage your location data.

- Push to Production

By default, you must physically log in to Data Manager and indicate via the web interface that you want to push data to production. It is possible to indicate via a preference setting that you would like your data to automatically push to production each time you upload a batch file. This applies to both full batch files and incremental batch files. This does not, however, apply to records manually added, edited or deleted via the Data Manager interface. We recommend that you change this setting only when you have thoroughly familiarized yourself with Data Manager and have successfully uploaded numerous files.

- Ambiguities

By default, when you push to production and multiple ambiguous geocodes exist for a location record, the first geocode is the one pushed to production. It is possible to prevent ambiguous geocodes from being pushed to production. When this preference setting is changed, ambiguous geocoding results are kept in the staging database until they are manually resolved or until they are replaced by uploading a new batch file.

- E-mail Notifications

By default, Data Manager sends e-mail notifications to the e-mail address on file. This preference setting allows you to add an additional e-mail address to be copied on Data Manager e-mail notifications.

- Active Table

For Advantage API clients, the first table you create in Data Manager is your active table upon login. Although you can temporarily change your active table during any active session, this preference setting allows you to specify a different table to be your active table each time you login to Data Manager.

Troubleshooting

Below is a list of common Data Manager problems and solutions. For the latest troubleshooting information and the latest version of this document, visit the MapQuest Technical Resource Center at <https://trc.mapquest.com>.

- Field Data in Wrong Fields

Carefully read the specifications in *5 Preparing and Uploading Location Data*. All fields must be present in each record even if they are blank or have no data.

- Maximum Characters Exceeded

Carefully read the specifications in *5 Preparing and Uploading Location Data*. Fields have maximum lengths that must be observed.

- Database Locked

When performing some functions (for example, uploading data, pushing data to production, downloading data), the Data Manager system will lock you out of your staging and production databases. After processing is complete you will receive an e-mail notification.

A

Reserved Words

The following is a list of reserved words used by MySQL and Data Manager. These words cannot be used in naming fields.

Table 1 Reserved Words

ACTION	ADD	ADDRESS
AFTER	AGAINST	AGGREGATE
ALGORITHM	ALL	ALTER
AMBIGUOUS	ANALYZE	AND
ANY	AS	ASC
ASCII	ASENSITIVE	AUTO_INCREMENT
AVG	AVG_ROW_LENGTH	BACKUP
BDB	BEFORE	BEGIN
BERKELEYDB	BETWEEN	BIGINT
BINARY	BINLOG	BIT
BLOB	BOOL	BOOLEAN
BOTH	BTREE	BY
BYTE	CACHE	CALL
CASCADE	CASCADED	CASE
CHAIN	CHANGE	CHANGED
CHAR	CHARACTER	CHARSET
CHECK	CHECKSUM	CIPHER
CITY	CLIENT	CLOSE
COLLATE	COLLATION	COLUMN
COLUMNS	COMMENT	COMMIT
COMMITTED	COMPACT	COMPRESSED
CONCURRENT	CONDITION	CONNECTION
CONSISTENT	CONSTRAINT	CONTAINS
CONTINUE	CONVERT	COUNTRY

Appendix A — Reserved Words

COUNTY	CREATE	CROSS
CUBE	CURRENT_DATE	CURRENT_TIME
CURRENT_TIMESTAMP	CURRENT_USER	CURSOR
DATA	DATABASE	DATABASES
DATE	DATETIME	DAY
DAY_HOUR	DAY_MICROSECOND	DAY_MINUTE
DAY_SECOND	DEALLOCATE-12691	DEC
DECIMAL	DECLARE	DEFAULT
DEFINER	DELAYED	DELAY_KEY_WRITE
DELETE	DESC	DESCRIBE
DES_KEY_FILE	DETERMINISTIC	DIRECTORY
DISABLE	DISCARD	DISTINCT
DISTINCTROW	DIV	DO
DOUBLE	DROP	DUAL
DUMPFIL	DUPLICATE	DYNAMIC
EACH	ELSE	ELSEIF
ENABLE	ENCLOSED	END
ENGINE	ENGINES	ENUM
ERRORS	ESCAPE	ESCAPED
EVENTS	EXECUTE	EXISTS
EXIT	EXPANSION	EXPLAIN
EXTENDED	FALSE	FAST
FETCH	FIELDS	FILE
FIRST	FIXED	FLOAT
FLOAT4	FLOAT8	FLUSH
FOR	FORCE	FOREIGN
FOUND	FRAC_SECOND	FROM
FULL	FULLTEXT	FUNCTION
GEOCODEQUALITY	GEOMETRY	GEOMETRYCOLLECTION
GET_FORMAT	GLOBAL	GOTO
GRANT	GRANTS	GROUP
HANDLER	HASH	HAVING
HELP	HIGH_PRIORITY	HOSTS
HOUR	HOUR_MICROSECOND	HOUR_MINUTE
HOUR_SECOND	I	IC
IDENTIFIED	IF	IGNORE
IMPORT	IN	INDEX
INDEXES	INFILE	INNER

INNOBASE	INNODB	INOUT
INSENSITIVE	INSERT	INSERT_METHOD
INT	INT1	INT2
INT3	INT4	INT8
INTEGER	INTERVAL	INTO
INVOKER	IO_THREAD	IS
ISOLATION	ISSUER	ITERATE
JOIN	KEY	KEYS
KILL	LABEL	LANGUAGE
LAST	LAT	LEADING
LEAVE	LEAVES	LEFT
LEVEL	LIKE	LIMIT
LINES	LINestring	LNG
LOAD	LOCAL	LOCALTIME
LOCALTIMESTAMP	LOCK	LOCKS
LOGS	LONG	LONGBLOB
LONGTEXT	LOOP	LOW_PRIORITY
MASTER	MASTER_CONNECT_RETRY	MASTER_HOST
MASTER_LOG_FILE	MASTER_LOG_POS	MASTER_PASSWORD
MASTER_PORT	MASTER_SERVER_ID	MASTER_SSL
MASTER_SSL_CA	MASTER_SSL_CAPATH	MASTER_SSL_CERT
MASTER_SSL_CIPHER	MASTER_SSL_KEY	MASTER_USER
MATCH	MATCHCODE	MAX_CONNECTIONS_PER_HOUR
MAX_QUERIES_PER_HOUR	MAX_ROWS	MAX_UPDATES_PER_HOUR
MAX_USER_CONNECTIONS	MEDIUM	MEDIUMBLOB
MEDIUMINT	MEDIUMTEXT	MERGE
MICROSECOND	MIDDLEINT	MIGRATE
MINUTE	MINUTE_MICROSECOND	MINUTE_SECOND
MIN_ROWS	MOD	MODE
MODIFIES	MODIFY	MONTH
MULTILINESTRING	MULTIPOINT	MULTIPOLYGON
MUTEX	N	NAME
NAMES	NATIONAL	NATURAL
NCHAR	NDB	NDBCLUSTER
NEW	NEXT	NO
NONE	NOTE	NO_WRITE_TO_BINLOG
NULL	NUMERIC	NVARCHAR
OFFSET	OLD_PASSWORD	ON

Appendix A — Reserved Words

ONE	ONE_SHOT	OPEN
OPTIMIZE	OPTION	OPTIONALLY
OR	ORDER	OUT
OUTER	OUTFILE	PACK_KEYS
PARTIAL	PASSWORD	PHASE
POINT	POLYGON	POSTAL
PRECISION	PREPARE	PREV
PRIMARY	PRIVILEGES	PROCEDURE
PROCESSLIST	PURGE	QUARTER
QUERY	QUICK	RAID0
RAID_CHUNKS	RAID_CHUNKSIZE	RAID_TYPE
READ	READS	REAL
RECORDID	RECOVER	REDUNDANT
REFERENCES	REGEXP	RELAY_LOG_FILE
RELAY_LOG_POS	RELAY_THREAD	RELEASE
RELOAD	RENAME	REPAIR
REPEAT	REPEATABLE	REPLACE
REPLICATION	REQUIRE	RESET
RESTORE	RESTRICT	RESUME
RETURN	RETURNS	REVOKE
RIGHT	RLIKE	ROLLBACK
ROLLUP	ROUTINE	ROW
ROWS	ROW_FORMAT	RTREE
S	SAVEPOINT	SCHEMA
SCHEMAS	SECOND	SECOND_MICROSECOND
SECURITY	SELECT	SENSITIVE
SEPARATOR	SERIAL	SERIALIZABLE
SESSION	SET	SHARE
SHOW	SHUTDOWN	SIGNED
SIMPLE	SLAVE	SMALLINT
SNAPSHOT	SOME	SONAME
SOUNDS	SPATIAL	SPECIFIC
SQL	SQLEXCEPTION	SQLSTATE
SQLWARNING	SQL_BIG_RESULT	SQL_BUFFER_RESULT
SQL_CACHE	SQL_CALC_FOUND_ROWS	SQL_NO_CACHE
SQL_SMALL_RESULT	SQL_THREAD	SQL_TSI_DAY
SQL_TSI_FRAC_SECOND	SQL_TSI_HOUR	SQL_TSI_MINUTE
SQL_TSI_MONTH	SQL_TSI_QUARTER	SQL_TSI_SECOND

SQL_TSI_WEEK	SQL_TSI_YEAR	SSL
START	STARTING	STATE
STATUS	STOP	STORAGE
STRAIGHT_JOIN	STRING	STRIPED
SUBJECT	SUPER	SUSPEND
T	TABLE	TABLES
TABLESPACE	TEMPORARY	TEMPTABLE
TERMINATED	TEXT	THEN
TIME	TIMESTAMP	TIMESTAMPADD
TIMESTAMPDIFF	TINYBLOB	TINYINT
TINYTEXT	TO	TRAILING
TRANSACTION	TRIGGER	TRIGGERS
TRUE	TRUNCATE	TYPE
TYPES	UNCOMMITTED	UNDEFINED
UNDO	UNICODE	UNION
UNIQUE	UNKNOWN	UNLOCK
UNSIGNED	UNTIL	UPDATE
USAGE	USE	USER
USER_RESOURCES	USE_FRM	USING
UTC_DATE	UTC_TIME	UTC_TIMESTAMP
VALUE	VALUES	VARBINARY
VARCHAR	VARCHARACTER	VARIABLES
VARYING	VIEW	WARNINGS
WEEK	WHEN	WHERE
WHILE	WITH	WORK
WRITE	X509	XA
XOR	YEAR	YEAR_MONTH
ZEROFILL		

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