Logging Into the Regional Water Planning Data Web Interface

- To log onto the Regional Water Planning Data Web Interface, first go to the website [http://www.twdb.state.tx.us/apps/db12/default.asp](http://www.twdb.state.tx.us/apps/db12/default.asp).

- Next, enter your login id and password, and click the submit button to enter the Interface.

- If you have forgotten your login id or password, click on the appropriate “Forgot your …” links and follow the instructions on the screen.

- If you are a new user, click on the word here in the Register here statement under the login box. Fill out all required fields (fields marked by a red asterisk) and submit your registration. A TWDB employee will review your registration and you will receive a response within a few days.

- Once you have entered your login and password, and clicked the submit button, you will be directed to the Regional Water Planning Data Web Interface Home page.

- From this page you will be able to navigate the Interface including the menu items of the Sources, Water User Groups, Wholesale Water Providers, Water Management Strategies and Reports, and the Profile, Search, Download, and Help features.
Using the TWDB Regional Water Planning Data Web Interface (DB12)

Sources

- To view a source, from the *Regional Water Planning Data Web Interface Home* page you will select the *View Sources* link on the left of the screen; or, click on the *Menu* button on the top right of the screen, click the *Sources* link on the drop-down box that appears, and then click the *View Sources* link.

- The *View Sources Main* page will load.

- You may sort this list by clicking on the column headings.

- Clicking on a *Source or System Name* in the *Source or System Name* column will load the *View Source* page that displays detailed data about a specific Source.
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Water User Groups

- To view a Water User Group, from the Regional Water Planning Data Web Interface Home page you will select the View Water User Groups link on the left of the screen; or, click on the Menu button on the top right of the screen, click the Water User Groups link on the drop-down box that appears, and then click the View Water User Groups link.

- The View WUGs Main page will load.

- You may sort this list by clicking on the column headings.

- Clicking on a WUG Name in the WUG Name column will load the View WUG page that displays detailed data about a specific Water User Group.

- On the View WUG page, clicking on the View Supply button will load the View WUG Supply page. This page displays detailed data about a specific Water User Group Supply. Click the Back button on this page to return to the View WUG page.

- On the View WUG page, clicking on the View WMS button will load the View WUG WMS page. This page displays detailed data about a specific Water User Group Water Management Strategy. Click the Back button on this page to return to the View WUG page.
Wholesale Water Providers

- To view a Wholesale Water Provider, from the Regional Water Planning Data Web Interface Home page you will select the View Wholesale Water Providers link on the left of the screen; or, click on the Menu button on the top right of the screen, click the Wholesale Water Providers link on the drop-down box that appears, and then click the View Wholesale Water Providers link.

- The View WWPs Main page will load.

- You may sort this list by clicking on the column headings.

- Clicking on a WWP Name in the WWP Name column will load the View WWP page that displays detailed data about a specific Wholesale Water Provider.

- On the View WWP page, clicking on the View Customer button will load the View WWP Customer page. This page displays detailed data about a specific Wholesale Water Provider Customer. Click the Back button on this page to return to the View WWP page.

- On the View WWP Customer page, clicking on the View Supply button will load the View WWP Customer Supply page. This page displays detailed data about a specific Wholesale Water Provider Customer Supply. Click the Back button on this page to return to the View WWP Customer page.

- On the View WWP page, clicking on the View WMS button will load the View WWP WMS page. This page displays detailed data about a specific Wholesale Water Provider Water Management Strategy. Click the Back button on this page to return to the View WWP page.

- On the View WWP WMS page, clicking on the View Customer button will load the View WWP Customer WMS page. This page displays detailed data about a specific Wholesale Water Provider Customer Water Management Strategy. Click the Back button on this page to return to the View WWP WMS page.
Water Management Strategies

- To view a Water Management Strategy, from the Regional Water Planning Data Web Interface Home page you will select the View WMS Projects link on the left of the screen; or, click on the Menu button on the top right of the screen, click the Water Management Strategies link on the drop-down box that appears, and then click the View WMS Projects link.

- The View WMS Project Main page will load.

- You may sort this list by clicking on the column headings.

- Clicking on a WMS Project Name in the WMS Project Name column will load the View WMS Project page that displays detailed data about a specific Water Management Strategy Project.

- On the View WMS Project page, clicking on the View Source button will load the View WMS Source page. This page displays detailed data about a specific Water Management Strategy Source. Click the Back button on this page to return to the View WMS Project page.

- On the View WMS Project page, clicking on the View WUG(s) button will load the WUG(s) section of the View WMS Source page. Click the Back button on this page to return to the View WMS Project page.

- On the View WMS Project page, clicking on the View WWP(s) button will load the WWP(s) section of the View WMS Source page. Click the Back button on this page to return to the View WMS Project page.

- On the View WMS Source page, clicking on the View WUG button will load the View WUG WMS page. This page displays detailed data about a specific Water User Group Water Management Strategy. Click the Back button on this page to return to the View WMS Source page.

- On the View WMS Source page, clicking on the View WWP button will load the View WWP WMS page. This page displays detailed data about a specific Wholesale Water Provider Water Management Strategy. Click the Back button on this page to return to the View WMS Source page.

- On the View WWP WMS page, clicking on the View Customer button will load the View WWP Customer WMS page. This page displays detailed data about a specific Wholesale Water Provider Customer Water Management Strategy. Click the Back button on this page to return to the View WWP WMS page.
Searching

- To search for a source, Water User Group, Wholesale Water Provider, or Water Management Strategy from the Regional Water Planning Data Web Interface Home page you will select the Search Source(s), Search WUG(s), Search WWP(s), or Search WMS(s) link on the left of the screen; or, click on the Search button on the top right of the screen, then click the Search Source(s), Search Water User Group(s), Search Wholesale Water Provider(s), or Search Water Management Strategies link on the drop-down box that appears.

- The Search for Source(s), Search for Water User Group(s), Search for Wholesale Water Provider(s), or Search for Water Management Strategy Project(s) page will load.

- From the search page you follow the directions listed on the page to search for a source, WUG, WWP, or WMS.

- You can search by name, database ID, region, county, or basin for the sources and WUGs; by name, database ID, and region for the WWP; and by name, database ID, recommended/considered/alternate, county, region, WMS type, WMS source, WMS water quality improvements, WMS infrastructure, and WMS source online date.
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**Downloading**

- To download up to date database information, from the *Regional Water Planning Data Web Interface Home* page you will select the *Download Files* link on the left of the screen; or, click on the *Download* button on the top right of the screen.

- The *Downloads* page will load.

- From this page you can download an Excel 97 XLS file.

- Follow the instructions on the screen to complete the download.
Help

- To access the Help page, from the Regional Water Planning Data Web Interface Home page you will select the Help link on the left of the screen; or, click on the Help button on the top right of the screen.

- The Help page will load.

- From this page you can select to download a copy of the Guidelines for Regional Water Plan Development, Guidelines for Regional Water Planning Data Deliverables, the Short User Guide, the Short User Guide for Read-Only Users, and the User Guide for Read-Only Users and Consultants with Editing Rights.

- You can also ask for additional assistance by clicking on the Contact Application Administrator link. This will load the Contact Form. Complete your contact information and your question. Your question will be forwarded to a TWDB employee who will assist you.