

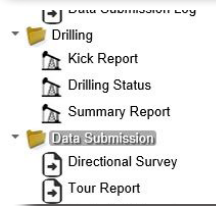
Quick Reference Guide to uploading data via eSubmission

This Quick Reference Guide outlines the main steps to uploading a data submission. Please see the [eSubmission Portal User Guide](#) for more information.

Step 1: Select the well for data submission using the Find Well tab.



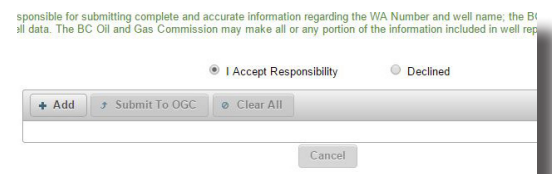
Step 2: Select the application for the submission type from the navigation menu.



Step 3: Select the applicable bottom hole from the dropdown list. Where applicable, also select the Test Type.



Step 4: Review the submission waiver. Click 'I Accept Responsibility' to proceed.



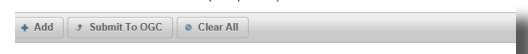
Step 5: Select the Add button to open a browser to select your file.



Step 6: Select the file and click open. Hold down the control key to select multiple documents.



Step 7: Click 'Submit to OGC'. The file will appear in the submission log and a message will appear that the file was uploaded successfully.



File Naming Conventions

File Naming Conventions for eSubmission are also outlined in the [Well Data Submission Requirements Manual](#).

Submission Type	Commission File Naming Convention	Date Guidance	OPTIONAL/ MANDATORY Guidance	Example
Formation Tops / Logs Run (FTLR)	WANUM_FTLR_YYYYMMDD_OPTIONAL.PDF	Rig Release Date	Well Name	12345_FTLR_2015MAY01_Bubbles c79A.PDF
Directional Survey (DIR)	WANUM_DIR_YYYYMMDD_OPTIONAL.TXT	Rig Release Date	Expected Drilling Event (DE)_Version#	12345_DIR_2015MAY01_00_V1.TXT
	WANUM_DIR_YYYYMMDD_OPTIONAL.PDF			12345_DIR_2015MAY01_00_V1.PDF
Tour Sheets (ETS)	WANUM_ETS_YYYYMMDD_OPTIONAL.PDF	Rig Release or Drilling Suspended Date	Well Name	12345_ETS_2015MAY01_Bubbles c79A.PDF
	WANUM_ETS_YYYYMMDD_OPTIONAL.XML			12345_ETS_2015MAY01_Bubbles c79A.PDF
Log Files (WL)	WANUM_WL_YYYYMMDD_MANDATORY.LAS	Log Run Date	Curve description	12345_WL_2015APR20_NEUTDENSGR.LAS
	WANUM_WL_YYYYMMDD_MANDATORY.PDF			12345_WL_2015APR20_NEUTDENSGR.PDF
	WANUM_WL_YYYYMMDD_MANDATORY.TIF			12345_WL_2015APR20_NEUTDENSGR.TIF
Supporting Logs/Strip Logs/Lithology Logs (WL)	Submit as Log Files (WL) - See above	Report Date	Curve Description	As above
Geological Reports (GEO)	WANUM_GEO_YYYYMMDD_OPTIONAL.PDF	Report Date	Well Name	12345_GEO_2015MAY01_Bubbles c79A.PDF
Hydraulic Fracture Data (FRAC)	WANUM_FRAC_YYYYMMDD_OPTIONAL.CSV	Last Date of Operations		12345_FRAC_2015MAY01.CSV
Hydraulic Fracture Data (PERF)	WANUM_PERF_YYYYMMDD_OPTIONAL.CSV	Last Date of Operations		12345_PERF_2015MAY01.CSV
Gas Analysis (GAN)	WANUM_GAN_YYYYMMDD_OPTIONAL.PAS	Analysis Date	Unique Lab File Number	12345_GAN_2015JUN01_FC324-613A.PAS
	WANUM_GAN_YYYYMMDD_OPTIONAL.PDF			12345_GAN_2015JUN01_FC324-613A.PDF
Oil Analysis (OAN)	WANUM_OAN_YYYYMMDD_OPTIONAL.PAS	Analysis Date	Unique Lab File Number	12345_OAN_2015JUN01_XRD6745.PAS
	WANUM_OAN_YYYYMMDD_OPTIONAL.PDF			12345_OAN_2015JUN01_XRD6745.PDF
Water Analysis (WAN)	WANUM_WAN_YYYYMMDD_OPTIONAL.PAS	Analysis Date	Unique Lab File Number	12345_WAN_2015JUN01_ABC123.PAS
	WANUM_WAN_YYYYMMDD_OPTIONAL.PDF			12345_WAN_2015JUN01_ABC123.PDF
Production Flow Tests (PRD)	WANUM_PRD_YYYYMMDD_OPTIONAL.PAS	Last Date of Testing	Test Description	12345_PRD_2015MAY01_SRDOINFO.PAS
	WANUM_PRD_YYYYMMDD_OPTIONAL.PDF			12345_PRD_2015MAY01_SRDOINFO.PDF
Static Gradient Pressure Tests (GRD)	WANUM_GRD_YYYYMMDD_OPTIONAL.PAS	Last Date of Testing	Test Description	12345_GRD_2015MAY01_SRDOINFO.PAS
	WANUM_GRD_YYYYMMDD_OPTIONAL.PDF			12345_GRD_2015MAY01_SRDOINFO.PDF
(Bottom Hole) Transient Pressure and Deliverability (TRG)	WANUM_TRG_YYYYMMDD_OPTIONAL.PAS	Last Date of Testing	Test Description	12345_TRG_2015MAY01_SRDOINFO.PAS
	WANUM_TRG_YYYYMMDD_OPTIONAL.PDF			12345_TRG_2015MAY01_SRDOINFO.PDF
(Surface) Transient Pressure and Deliverability (TRGS)	WANUM_TRGS_YYYYMMDD_OPTIONAL.PAS	Last Date of Testing	Test Description	12345_TRGS_2015MAY01_SRDOINFO.PAS
	WANUM_TRGS_YYYYMMDD_OPTIONAL.PDF			12345_TRGS_2015MAY01_SRDOINFO.PDF
Drill Stem Test (DST)	WANUM_DST_YYYYMMDD_OPTIONAL.PDF	Test Date	Run Number	12345_DST_2015MAY01_SRDOINFO.PDF

Submission Type	Commission File Naming Convention	Date Format	Operator ID and Version#	Example
Injection and Disposal (INJDISP)	INJDISP_YYYYMM_9999_XX.xml	Year (4 digit) and month (2 digit) of statement	4 digit Operator (MEM) ID_2 digit Version #	INJDISP_201504_0691_01.xml

Well Data Helpline: 250-419-4487
 WellData@bcogc.ca
 www.bcogc.ca

