



Solvent Emissions Tool

User's Guide
Version 1.5

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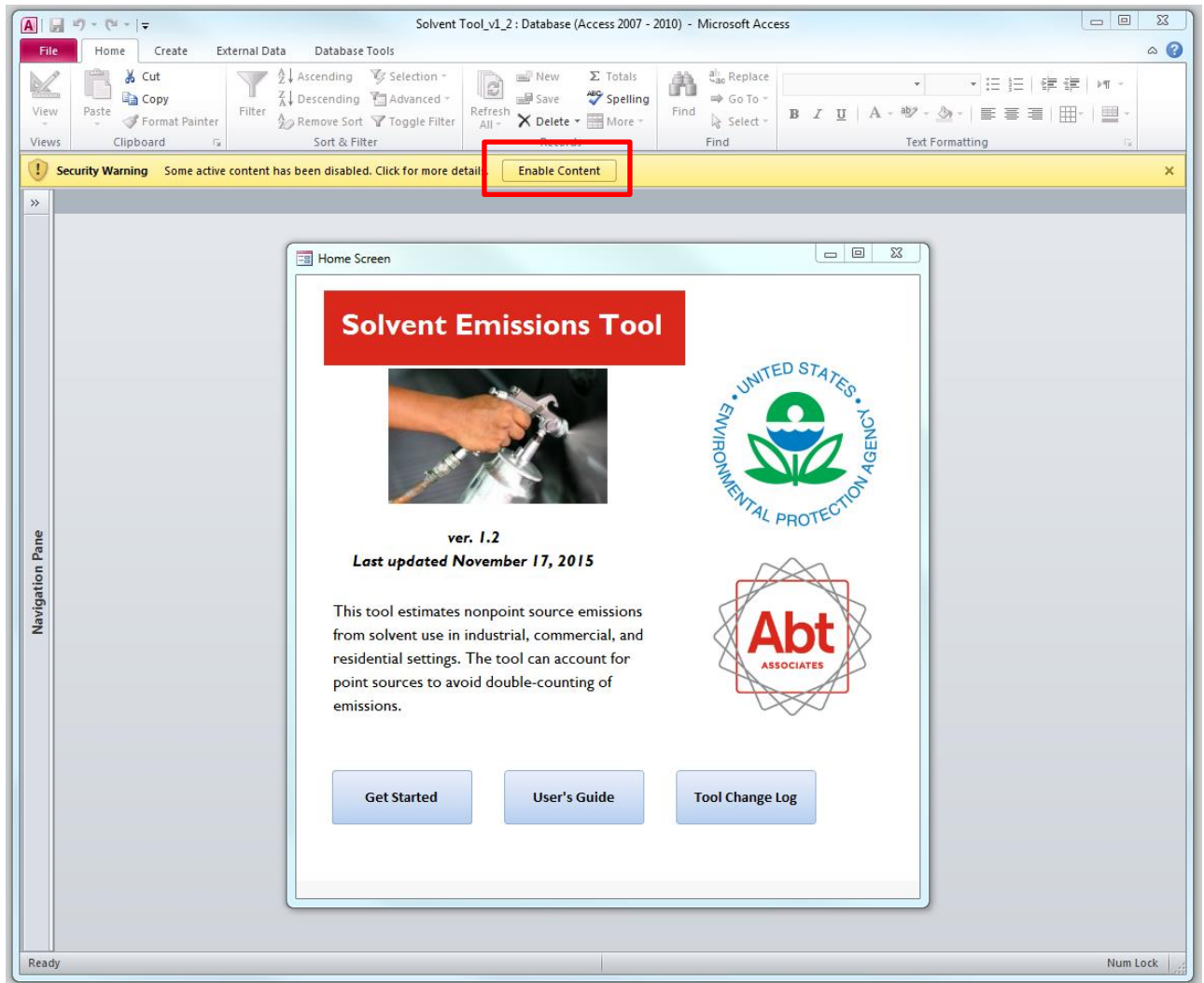
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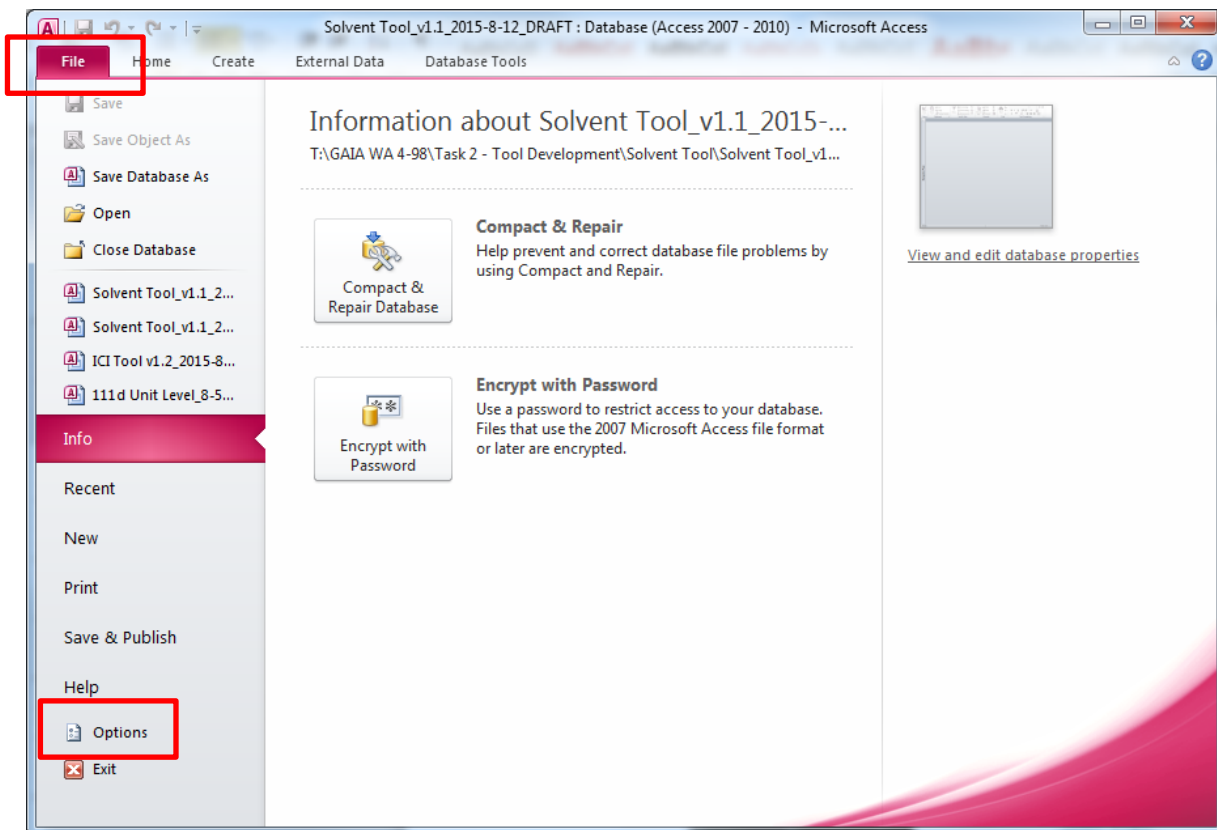
1. Getting Started

The Solvent Emissions Tool is designed to run in Microsoft Access 2007 or later. When you first open the Solvent Emissions Tool, you may see a yellow ribbon at the top of the document. Click the button that reads **“Enable Content.”**

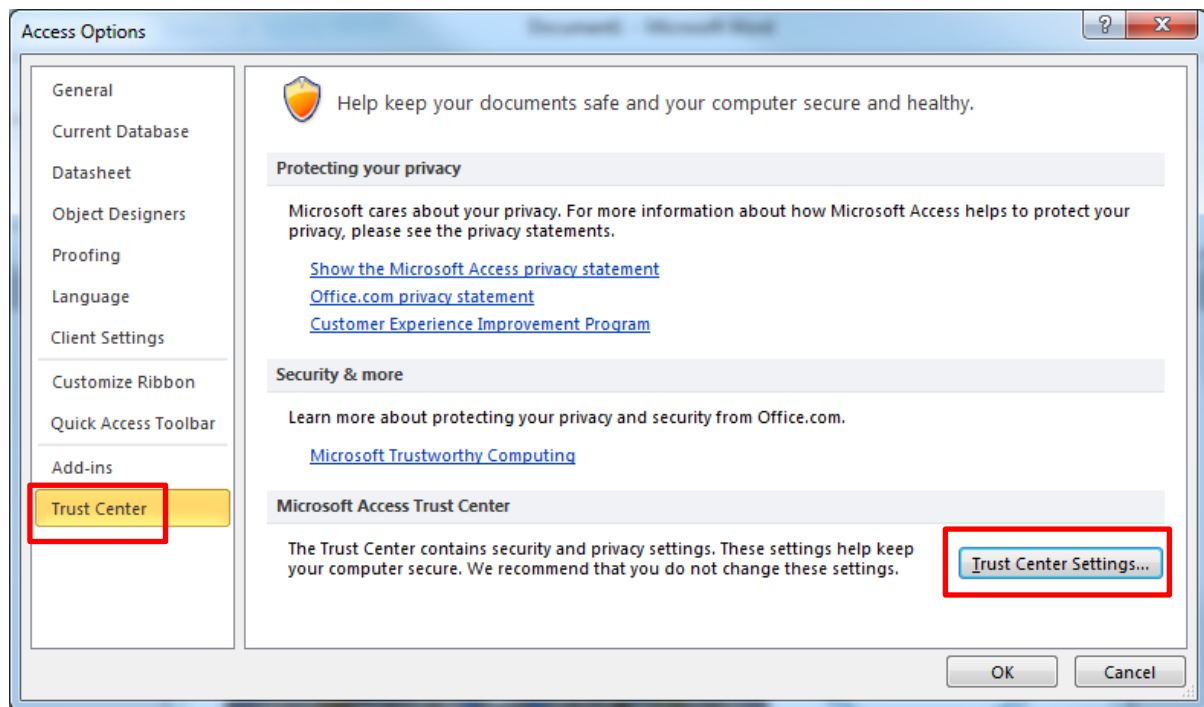


Next, make sure your version of Microsoft Access is set up to run macros.

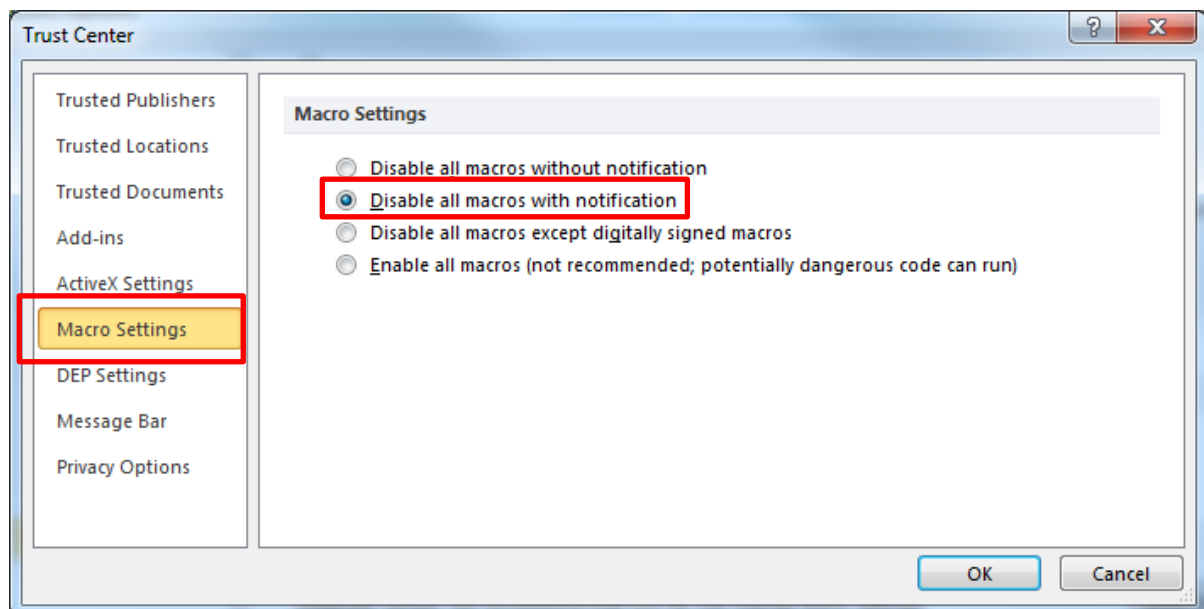
Click **“File”** at the top left of the screen. Then click **“Options”**.



On the window that opens, click **“Trust Center”** and then **“Trust Center Settings...”**

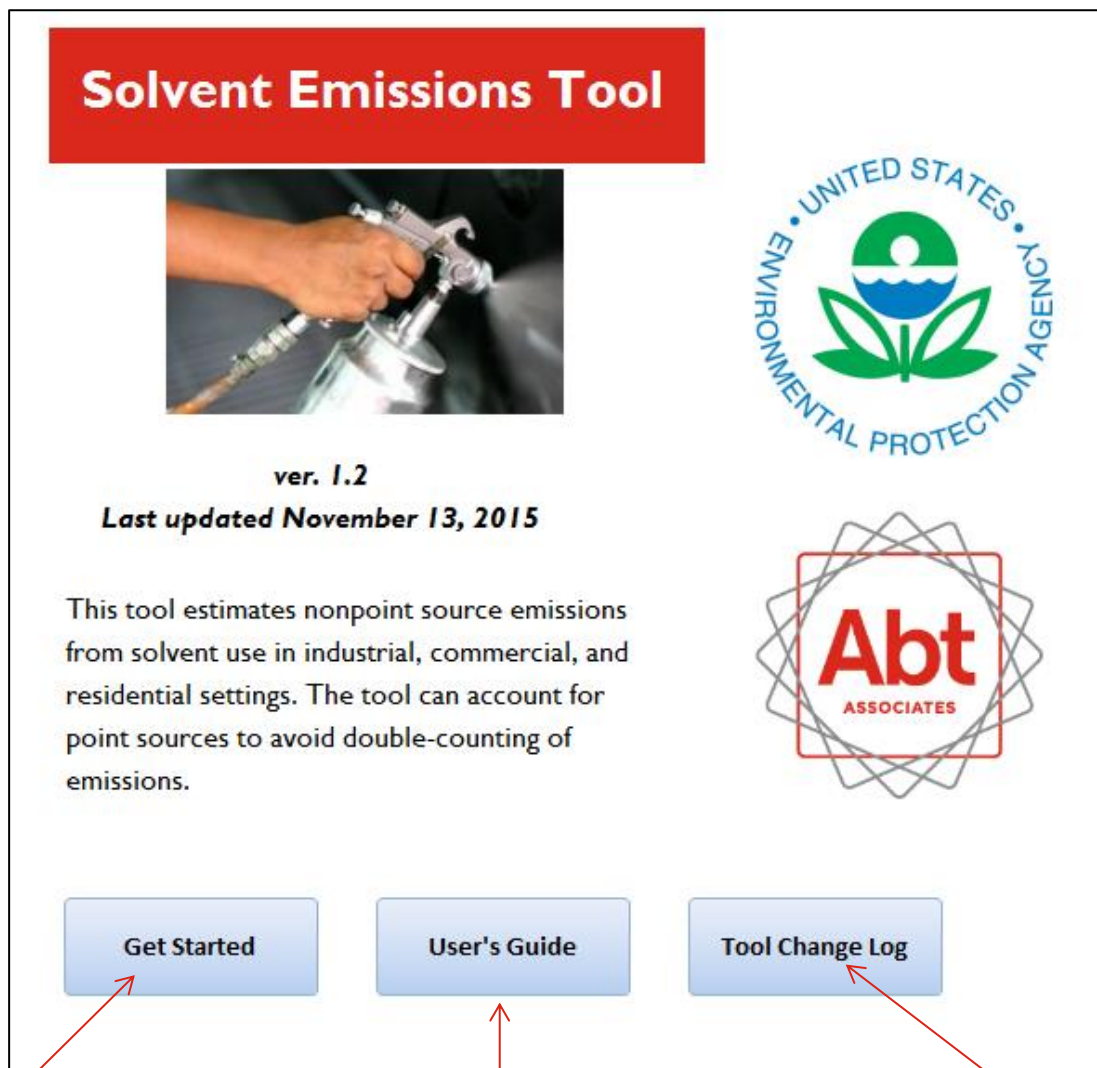


On the next window that opens, click **“Macro Settings.”** Then we recommend that you select **“Disable all macros with notification.”** Then click **OK.**



2. Using the Solvent Emissions Tool

2.1 Home Screen



Click this button to get started with the Solvent Emissions Tool.


Click this button for a copy of this User's Guide.

Click this button for a table with the tool change log.

2.2 Select States

On this screen, select the state(s) for which to estimate the nonpoint emissions from solvents.

Solvent Emissions Tool



Select the state(s) to include in the emissions estimation output table.

Next: Import Point Source Data

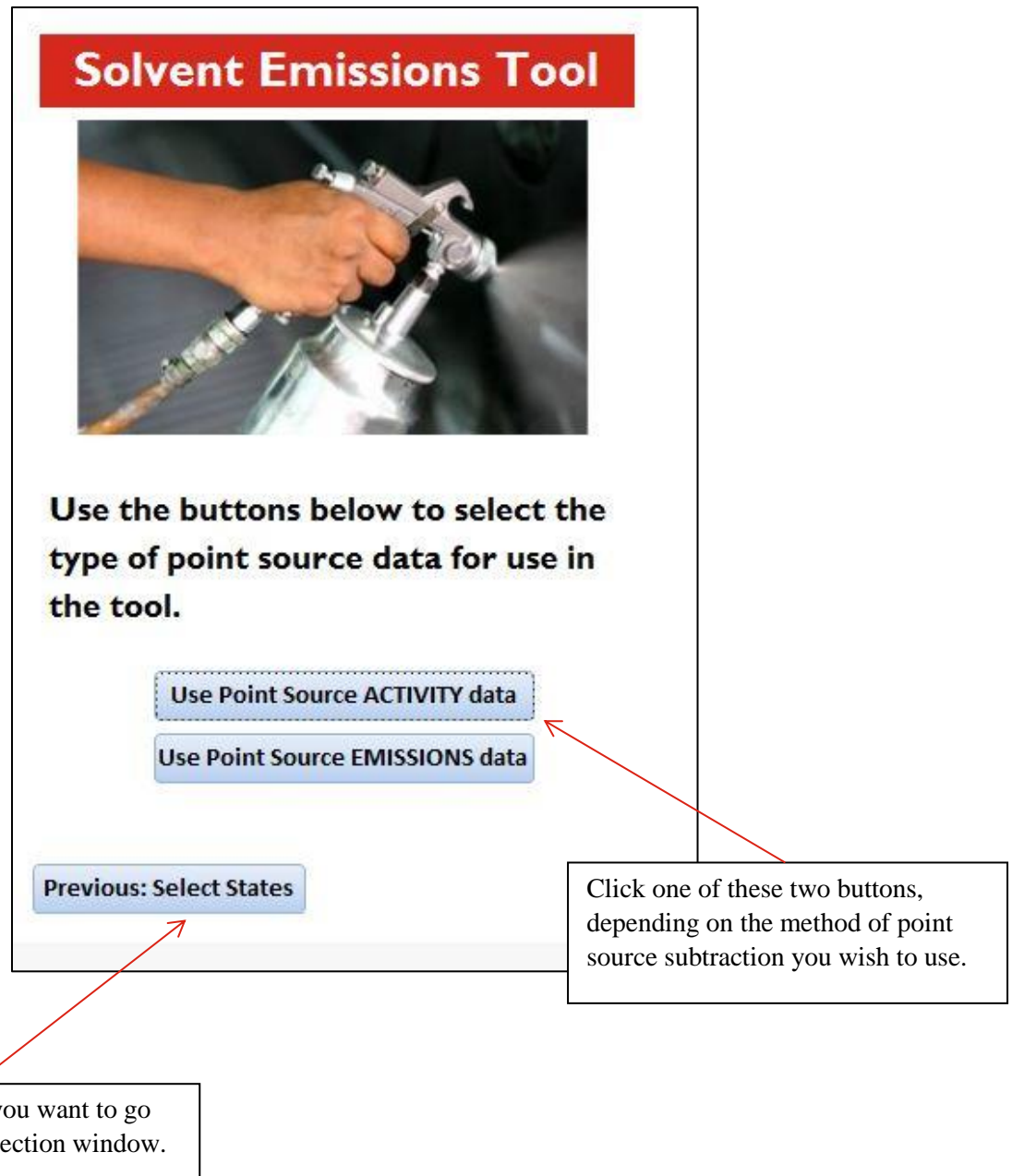
Select All StatesClear All States

Alaska	<input type="checkbox"/>
Alabama	<input type="checkbox"/>
Arkansas	<input type="checkbox"/>
Arizona	<input type="checkbox"/>
California	<input type="checkbox"/>
Colorado	<input type="checkbox"/>
Connecticut	<input type="checkbox"/>
District of Columbia	<input checked="" type="checkbox"/>
Delaware	<input type="checkbox"/>
Florida	<input type="checkbox"/>
Georgia	<input type="checkbox"/>
Hawaii	<input type="checkbox"/>
Iowa	<input type="checkbox"/>

Click this button to move to the next screen to input point source data.

2.3 Select Point Source Subtraction Method

In this window, select the method for point source subtraction. The tool can perform point source subtraction using *either* activity data or emissions data. The user must supply the point source data.




2.4 Point Source ACTIVITY Data

If you selected “Use Point Source ACTIVITY Data” on the previous screen, you will see the screen below.

Use this screen to export a template of point source activity data to Excel, and also to re-import that template into the tool, once it has been filled out.

The tool can perform point source subtraction using county- or state-level data. If county-level data are available, they are used first.

Solvent Emissions Tool



Use the buttons at the right to import point source ACTIVITY data for use in the tool.

Point Source Data Instructions

Previous: Select PS Data Next: Enter Document Headers

County Data

Export County-Level Point Activity Template

Import County-Level Point Source Activity Data

Reset County-Level Point Source Activity Data

State Data

Export State-Level Point Activity Template

Import State-Level Point Source Activity Data

Reset State-Level Point Source Activity Data

Click this button to export a blank template of county-level point source activity data to Excel. Fill this template out, but you must not change the filename or the names of the column headings.

Once you have filled out the template of point source activity data, click this button to import it into the tool. It must be saved in the same folder as the tool.

Click this button to reset the county-level point source activity data. This will set all county-level point source activity data to 0.

Click this button to return to the previous screen to change the method of point source subtraction.

Once all point source data have been imported into the tool, click this button to edit the assumptions used in the tool.

Optional: If county-level point source data are unavailable, state-level data can be used.

2.5 Point Source EMISSIONS Data

If you selected “Use Point Source EMISSIONS Data” on the previous screen, you will see the screen below.

Use this screen to export a template of point source emissions data to Excel, and also to re-import that template into the tool, once it has been filled out.

The tool can perform point source subtraction using county- or state-level data. If county-level data are available, they are used first.

Solvent Emissions Tool

Use the buttons at the right to import point source EMISSIONS data for use in the tool.

Point Source Data Instructions

Previous: Select PS Data Next: Enter Document Headers

County Data

- Export County-Level Point Emissions Template
- Import County-Level Point Source Emissions Data
- Reset County-Level Point Source Emissions Data

State Data

- Export State-Level Point Emissions Template
- Import State-Level Point Source Emissions Data
- Reset State-Level Point Source Emissions Data

Callout Box 1 (top right): Click this button to export a blank template of county-level point source activity data to Excel. Fill this template out, but you must not change the filename or the names of the column headings.

Callout Box 2 (middle right): Once you have filled out the template of point source activity data, click this button to import it into the tool. It must be saved in the same folder as the tool.

Callout Box 3 (bottom right): Click this button to reset the county-level point source emissions data. This will set all county-level point source emissions data to 0.

Callout Box 4 (bottom left): Click this button to return to the previous screen to change the method of point source subtraction.


Callout Box 5 (bottom middle): Once all point source data have been imported into the tool, click this button to edit the assumptions used in the tool.

Callout Box 6 (bottom right): *Optional:* If county-level point source data are unavailable, state-level data can be used.

2.6 Document Header

The ICI Combustion Tool will output the calculated inventory in EIS Staging Table format into a separate database called “ICI Tool Output - EIS Format.mdb.” Use this form to enter the document header information for the staging tables. See the table on the next page for definitions of the fields in the document header table.

Solvent Emissions Tool



Please enter the appropriate information in the fields to the right to add the header information to the EIS output files.

Previous: Select PS Data

Next: Run Solvent Tool

Author Name*

Jane Smith

Organization Name*

DNR

Document Title*

EIS

Keywords

Comment

Data Flow Name*

EIS_v1_0

Property-Submission Type*

Production

Data Category*

Nonpoint

NCD Data File

User Identifier*

jane.smith@dnr.gov

Program System Code*

DNR

Emissions Year*

2014

Model

ICI Combustion Tool

Model Version

1.1

Emissions Creation Date

8/12/2015

Submittal Comment

** Indicates required field.*

Once the document header information has been entered, click this button to run the ICI Combustion Tool.

Element	Required for Schema Validation	Data Type in Bridge Tool	Definition
Author Name	Yes	Character	Your name, not your user ID
Organization Name	Yes	Character	The name of the organization which you are representing
Document Title	Yes	Character	Must always be "EIS"
Keywords	No	Character	Words that best describe the payload. Multiple keywords should be separated by commas. This is for transaction categorization and searching.
Comment	No	Character	Additional comments for processors
Data Flow Name	Yes	Character	Must always be "EIS_v1_0"
Property-Submission Type	Yes	Character	Either "QA" or "Production"
Property-Data Category	Yes	Character	Either "FacilityInventory", "Point", "Nonpoint", "Onroad", "Nonroad", or "Event"
NCD Data File	(Yes)	Character	The name of the NCD zipped file which is being attached. Only required when reporting onroad/nonroad activity input data.
User Identifier	Yes	Character	User ID recognized by EIS. Usually your email address
Program System Code	Yes	Character	The code that represents the information management system which has responsibility for the data in a linked or interrelated information management system.
Emissions Year	Yes	Character	The year of the submitted emissions.
Model	No	Character	The name of the model or the conversion tool used for generating the emissions data.
Model Version	No	Character	The version of the model or conversion tool.
Emissions Creation Date	No	Character	Date that the data being submitted were created, or the date when the model generating the data was run.
Submittal Comment	No	Character	Any comments regarding the file submission.

2.7 Run the Solvent Emissions Tool

Click **"Run Solvent Emissions Tool"** to run the tool.



You will see this window while the tool is running.

The Solvent Emissions Tool is running.
This process may take several minutes.
This window will close and the completed emissions inventory will open when the process is complete.

The results will also be output in EIS Staging Table format to a separate database file called:
"Solvent Tool Output - EIS Format.mdb."



3. Outputs

The output of the Solvent Emissions Tool is the calculated inventory for the selected state(s). When the tool finishes running, the calculated inventory will open in the tool.

The calculated inventory is also automatically exported to a separate database file called “Solvent Tool Output - EIS Format.mdb”. This database file, which contains the populated EIS Staging Tables, will be located in the same folder as the Solvent Emissions Tool.

FIPS State ar	FIPS State Cr	FIPS County	County Nam	County Type	Postal State	Throughput	Throughput	SCC
11001	11	001	District of Colu	City	DC	649,111	EACH	2401001000
11001	11	001	District of Colu	City	DC	649,111	EACH	2401001000
11001	11	001	District of Colu	City	DC	649,111	EACH	2401001000
11001	11	001	District of Colu	City	DC	649,111	EACH	2401001000
11001	11	001	District of Colu	City	DC	649,111	EACH	2401001000
11001	11	001	District of Colu	City	DC	649,111	EACH	2401001000
11001	11	001	District of Colu	City	DC	649,111	EACH	2401001000
11001	11	001	District of Colu	City	DC	649,111	EACH	2401001000
11001	11	001	District of Colu	City	DC	649,111	EACH	2401001000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000
11001	11	001	District of Colu	City	DC	222	EACH	2401005000