

Service Point

Use Guide Browser Geocoder

(Beta Release)

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What is the Service Point Browser Geocoder?

The Service Point Browser Geocoder is intended for organisations that do not have web based forms or application but still wish to take advantage of Location Based Reporting. It is a web based application that is capable of geocoding and submitting bulk transactions (up to 1000 records at a time) to the Service Point Register.

Useful Service Point links:

- Service Point - [Online help and Developer Documentation](#)
- Service Point - [Activity Register](#)
- Service Point - [Browser Geocoder](#)

What do I need to have to be able to use the Service Point Browser Geocoder?

To use the Service Point Browser Geocoder you will need the following:

- **Google Chrome** is currently the only supported web browser.
- Your Organisation's Activities and Sites must initially be setup in the Service Point **Activity Register** prior to any transactions being submitted. See the Activity Register User Guide
- You will need a Service Point **account** that is configured to access the Browser Geocoder.
- The transactions you wish to submit to Service Point must be recorded in a CSV file containing the following information:
 - **Organisation ID:** derived from the Service Point Activity Register or directly extracted from your organisation linked user profile - Required field
 - **Activity ID:** derived from the Service Point Activity Register - Required field
 - **Site ID:** derived from the Service Point Activity Register. Site ID is only necessary for transactions that are associated with a service delivery location that is captured in Service Point e.g. a Service NSW Service Centre or a NHS facility - optional
 - The **Address** associated with the transactor -Required field (See example image 4).
 - The **date** of each transaction - Required field (**dd/mm/yyyy**)

The transaction records are geocoded using NSW Point Services and only the de-identified aggregated data is uploaded into the Service point Register. The complete geocoded file can be downloaded by the user after submitting the transactions to Service Point.

Before commencing, please ensure you have read the terms of use located in the header in the Geocoder application. See image below.



1. Logging in to the Service Point Browser Geocoder

The URL for accessing beta version of the Service Point Browser Geocoder is:

<http://servicepoint.digital.nsw.gov.au/browsergeocoder/index.html>

Once you have clicked on the link you will be prompted to enter your username and password. If you do not have a user name or password please contact the [Spatial Services team](#).

Image 1

Service Point
An anonymised transaction reporting service.

Login to Browser Geocoder

Username

Password

Please Sign In To Continue

By using this service you agree to our [terms and conditions](#).
Need Help? [Click Here](#)

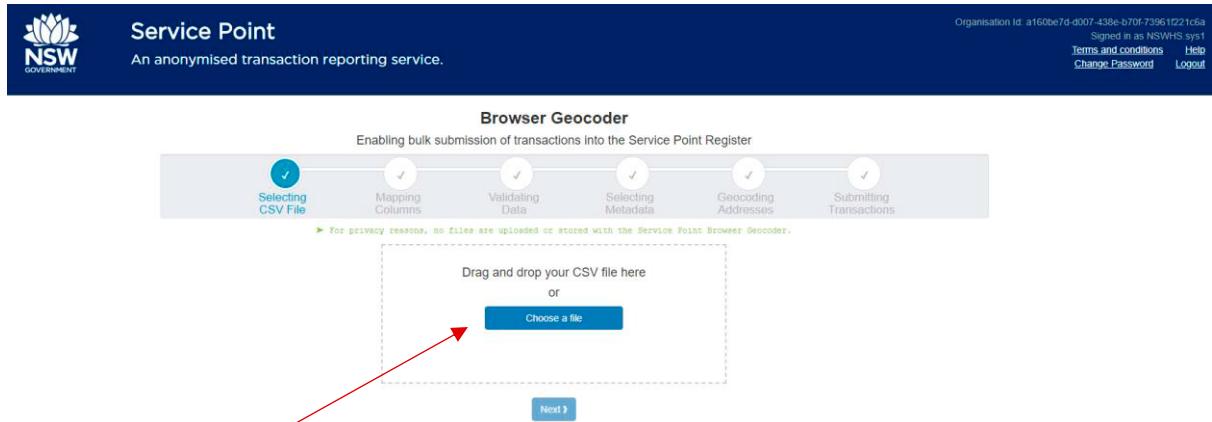
login

Step 1: Enter Username.
Step 2: Enter Password.
Step 3: read terms and conditions
Step 4: Click the 'Login' button.

2. Loading bulk transactions into Service Point Register

Once you have logged in, the CSV loader screen will appear (See [Image 2](#)). You can search a file on your computer, select a file and then hit ‘next’, or you can drag and drop the CSV file into the drop box as shown in the screen shot below.

Image 2



Load a CSV file from your own computer files. Clicking the ‘Choose a file’ button will bring up the document list for the user to make their selection.

Step 4: Click on ‘Choose a file’ button. The document list will appear for the user to make their selection (See [Image 3](#)).
OR
Drag and drop a CSV file into the ‘Drag and drop your CSV file here’ box.
Step 5: Click ‘Next’ button.

Image 3

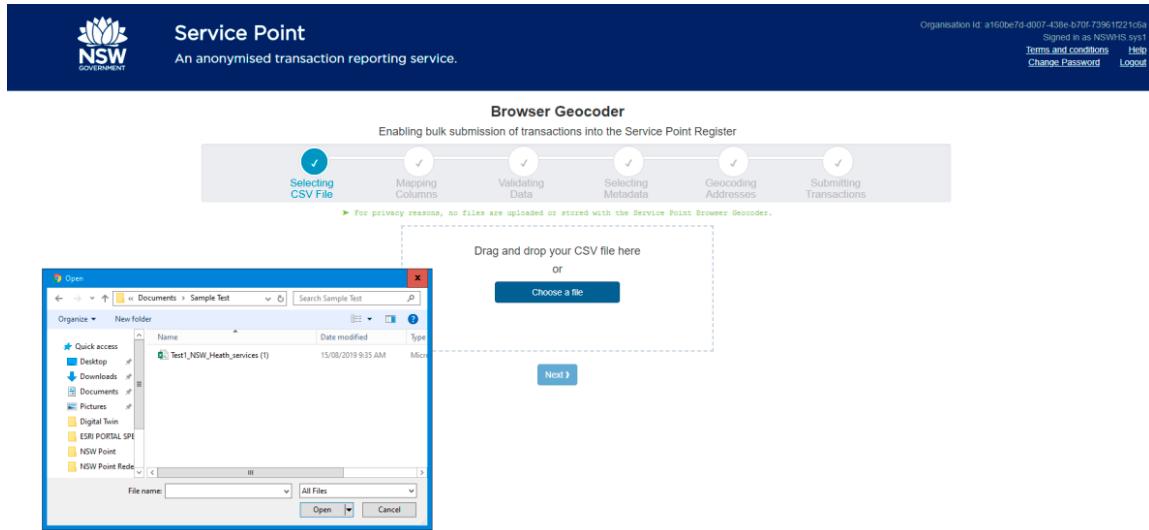


Image 4 below shows an example of a CSV file that can be loaded.

Mandatory fields for the CSV file include Activity ID (valid and current in Activity Register), Transaction Address and Transaction Date. Preferred addition field is the Organisation ID, Site ID and Source ID.

Image 4

site	date	activity	amount	CustomerAddress
2	03/12/2019	14/04/2019 e04c1dne	55	48 MINNOSA STREET REEVEY
3	03/12/2019	14/04/2019 e04c1dne	77	62 HERITAGE HEIGHTS CIRCUIT ST HELENS PARK
4	03/12/2019	13/02/2019 e04c1dne	55	68 BEN ALFORD ROAD DOUBLE BAY
5	03/12/2019	30/03/2019 e04c1dne	55	31 BURROWAY ROAD WENTWORTH POINT
6	03/12/2019	30/03/2019 e04c1dne	220	108/350 BOURKE STREET WATERLOO
7	03/12/2019	15/03/2019 e04c1dne	120	20 EASTERN ARTERIAL ROAD KILMARNOCK
8	03/12/2019	23/03/2019 e04c1dne	77	49 PALMER STREET BALMAIN
9	03/12/2019	10/04/2019 e04c1dne	55	31 BURROWAY ROAD WENTWORTH POINT
10	03/12/2019	15/02/2019 e04c1dne	55	2/35A UNSLEY STREET GLADESVILLE
11	03/12/2019	12/04/2019 e04c1dne	120	19 TRENTBRIDGE ROAD BELLOUSE
12	03/12/2019	12/02/2019 e04c1dne	55	37 ROCHESTER STREET ROTANAY
13	03/12/2019	10/03/2019 e04c1dne	55	31 BURROWAY ROAD WENTWORTH POINT
14	03/12/2019	7/02/2019 e04c1dne	120	6/27-29 MARY STREET AUBURN
15	03/12/2019	7/04/2019 e04c1dne	55	42 KIPPAX AVENUE LEUMEAH
16	03/12/2019	26/04/2019 e04c1dne	77	106/23 GLENCLIFFE STREET WOLLI CREEK
17	03/12/2019	20/04/2019 e04c1dne	220	120 EASTERN ARTERIAL ROAD KILMARNOCK
18	03/12/2019	10/06/2019 e04c1dne	220	19 PULSER AVENUE CASTLE HILL
19	03/12/2019	14/04/2019 e04c1dne	120	12 COVEYANA PARADE MOUNT LEWIS
20	03/12/2019	10/04/2019 e04c1dne	77	16 AU PARADE NEWINGTON
21	03/12/2019	10/02/2019 e04c1dne	77	16 AU PARADE NEWINGTON
22	03/12/2019	20/01/2019 e04c1dne	55	85 MARKET STREET MULGEE
23	03/12/2019	24/03/2019 e04c1dne	220	82 MUNTON STREET MOSMANN
24	03/12/2019	4/02/2019 e04c1dne	55	74 ACTION STREET HURLSTONE PARK
25	03/12/2019	8/02/2019 e04c1dne	55	13 LUSON STREET KIRKLANDA
26	03/12/2019	9/02/2019 e04c1dne	55	17/21-23 LUSON STREET KIRKLANDA
27	03/12/2019	7/02/2019 e06e475b	120	20 JAMESON AVENUE BAULKHAM HILLS
28	03/12/2019	5/03/2019 e06e475b	77	21/13-27 STEWART STREET GLEBE
29	03/12/2019	10/02/2019 e06e475b	55	12/13/19 BONTE ROAD GLENWELL
30	03/12/2019	10/02/2019 e06e475b	55	12/13/19 BONTE ROAD GLENWELL
31	03/12/2019	22/03/2019 e06e475b	77	26 BARRELL AVENUE CARLINGFORD
32	03/12/2019	24/04/2019 e06e475b	55	16 TABRETT STREET BANNSIA
33	03/12/2019	10/03/2019 e06e475b	55	148 CUMBERLAND ROAD AUBURN
34	03/12/2019	23/03/2019 e06e475b	220	120 EASTERN ARTERIAL ROAD KILMARNOCK
35	03/12/2019	15/02/2019 e06e475b	55	34 DORSET ROAD NORTHBOROUGH
36	03/12/2019	13/03/2019 e06e475b	55	52 CONDON LANE PEMBAWAY
37	03/12/2019	20/03/2019 e06e475b	55	108 WELCH ROAD NORTH RYDE
38	03/12/2019	14/03/2019 e06e475b	55	34 RACKHAM AVENUE FOONGABIE
39	03/12/2019	13/03/2019 e06e475b	55	13 WELCH PLACE MINTO
40	03/12/2019	1/04/2019 e06e475b	120	1/161 BOURKE STREET WOOLLOOOGOO
41	03/12/2019	15/03/2019 e06e475b	55	15 TAUNTON STREET PIMBIE
42	03/12/2019	23/03/2019 e06e475b	55	15 TAUNTON STREET PIMBIE
43	03/12/2019	2/03/2019 e06e475b	220	1/204 FALCON STREET NORTH SYDNEY
44	03/12/2019	29/04/2019 e06e475b	77	6 CADDELL STREET DUBBO
45	03/12/2019	10/04/2019 e06e475b	77	45 KALIABOO AVENUE MURRA BEACH

Once you select a file from your computer or by dropping and dragging your file into the drop box, the title of the selected file will appear below the 'Choose a file' button as illustrated in image 5 below. Check that this is the correct file before clicking '**Next**'.

Image 5

The screenshot shows the Service Point Browser Geocoder interface. At the top, the NSW Government logo and the text 'Service Point' and 'An anonymised transaction reporting service.' are visible. On the right, there are links for 'Organisation Id: a160be7d-d007-438e-b70f-73961f221c6a', 'Signed in as NSWHS syst', 'Terms and conditions', 'Help', 'Change Password', and 'Logout'. Below the header, the title 'Browser Geocoder' and the sub-instruction 'Enabling bulk submission of transactions into the Service Point Register' are displayed. A progress bar at the top shows six steps: 'Selecting CSV File' (marked with a checkmark), 'Mapping Columns', 'Validating Data', 'Selecting Metadata', 'Geocoding Addresses', and 'Submitting Transactions'. A note below the progress bar states: 'For privacy reasons, no files are uploaded or stored with the Service Point Browser Geocoder.' Below the note is a dashed box containing the text 'Drag and drop your CSV file here' and a 'Choose a file' button. A file named 'Test1_NSW_Health_services (1).csv' is listed below the button. A red circle and arrow highlight this file, and a red box encloses the entire area. A callout box with a red border and a red arrow pointing to the highlighted area contains the text: 'The file selected will be displayed under the 'Choose a file' button. Ensure this is correct before you click 'Next'.'

The file selected will be displayed under the 'Choose a file' button. Ensure this is correct before you click '**Next**'.

3. Mapping the CSV file field names with the Geocoder field options

Once the CSV file has been loaded, the system will check all fields in the file. You will then be prompted to map all mandatory field with the field names in the CSV file, for example, in your CSV you may have the field called 'Place of Service' which would align with 'Transaction Address' in the geocoder. The CSV geocoder will add spatial information to any CSV spreadsheet containing addressing data.

Image 6

Service Point
An anonymised transaction reporting service.

Organisation Id: a160be7d-d007-438e-b70f-73961f221c6a
Signed in as NSWHS sys1
[Terms and conditions](#) [Help](#)
[Change Password](#) [Logout](#)

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

CSV File Selected Mapping Columns Validating Data Selecting Metadata Geocoding Addresses Submitting Transactions

Mapping and Validating the CSV Header Columns

Mapping (* Required)	Field Name
Organisation Id	ignored
* Activity Id	activity
Site Id	site
Source Id	ignored
* Transaction Address	CustomerAddress
* Transaction Date (DDMMYYYY)	date

Ensure that all mandatory fields **Activity ID, **Transaction Address**, and **Transaction Date** are mapped with the heading names in your CSV file. It is recommended that non mandatory fields are also included such as SiteID from the Activity register for improved analytics.**

Step 6: Select from the drop down menus on the right of the table that align with the prescribed field names on the left.

Step 7: Click 'Next'.

3.1. Potential Issues due to Incorrect Mapping:

The image displays two side-by-side screenshots of the 'Browser Geocoder' interface, specifically the 'Mapping and Validating the CSV Header Columns' step. Both screenshots show a form with several fields and validation messages.

Left Screenshot:

- Fields: Organisation Id, *Activity Id, Site Id, Source Id, *Transaction Address, *Transaction Date (DD/MM/YYYY).
- Validation: *Activity Id is highlighted in blue, indicating it is required. *Transaction Address and *Transaction Date are also highlighted in blue, indicating they must be uniquely mapped.
- Messages: 'Transaction Address is required.' and 'Transaction Date must be uniquely mapped.'

Right Screenshot:

- Fields: Organisation Id, *Activity Id, Site Id, Source Id, *Transaction Address, *Transaction Date (DD/MM/YYYY).
- Validation: *Activity Id is highlighted in blue, indicating it is required. *Transaction Address and *Transaction Date are also highlighted in blue, indicating they must be uniquely mapped.
- Messages: 'Transaction Address is required.' and 'Transaction Date must be uniquely mapped.'

Common UI Elements:

- Header: 'Browser Geocoder' and 'Enabling bulk submission of transactions into the Service Point Register'.
- Progress Bar: Shows 'CSV File Selected' (green checkmark), 'Mapping Columns' (red X), 'Validating Data' (grey), 'Selecting Metadata' (grey), 'Geocoding Addresses' (grey), and 'Submitting Transactions' (grey).
- Buttons: '(Back' and 'Next)' at the bottom of each screenshot.

Required fields must be uniquely mapped and are mandatory to be included in the CSV input file

4. Reviewing your transactions before submitting

This screen will show you your CSV file list with the ability to view all the information, just the valid results, any duplicate transactions, Warnings or Error lines. Please review all your transactions and rectifying any errors or duplicates before clicking ‘next’.

Image 7



Service Point
An anonymised transaction reporting service.

Organisation Id: a160be7d-d007-438e-b70f-73961221cd8
Signed in as NSWHS sys1
[Terms and conditions](#) [Help](#)
[Change Password](#) [Logout](#)

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

CSV File Selected
Columns Mapped
Validating Data
Selecting Metadata
Geocoding Addresses
Submitting Transactions

Validating the CSV Data and Activity Register

File: Test1_NSW_Health_services (1).csv Total: 47 - #Valids: 47 #Duplicates: 0 #Warnings: 0 #Errors: 0

All Valid Duplicate Warning Error

Validation	row	status	message	site	date	activity	Original Columns	CustomerAddress
1 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	14/04/2019		c404c1de-9119-4451-8a2e-90a81bd53311	48 MIMOSA STREET BEXLEY			
2 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	3/03/2019		c404c1de-9119-4451-8a2e-90a81bd53311	62 HERITAGE HEIGHTS CIRCUIT ST HELENS PARK			
3 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	13/02/2019		c404c1de-9119-4451-8a2e-90a81bd53311	68 BEN BOYD ROAD NEUTRAL BAY			
4 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	1/02/2019		c404c1de-9119-4451-8a2e-90a81bd53311	505/14 BURROWAY ROAD WENTWORTH POINT			
5 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	31/03/2019		c404c1de-9119-4451-8a2e-90a81bd53311	108/50 BOURKE STREET WATERLOO			
6 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	15/03/2019		c404c1de-9119-4451-8a2e-90a81bd53311	20 EASTERN ARTERIAL ROAD KILLARA			
7 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	21/03/2019		c404c1de-9119-4451-8a2e-90a81bd53311	49 PALMER STREET BALMAIN			
8 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	14/04/2019		c404c1de-9119-4451-8a2e-90a81bd53311	13 WELCH PLACE MINTO			
9 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	15/02/2019		c404c1de-9119-4451-8a2e-90a81bd53311	2/15A LINSLEY STREET GLADESVILLE			
10 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	12/04/2019		c404c1de-9119-4451-8a2e-90a81bd53311	19 TRENTBRIDGE ROAD BELROSE			
11 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	12/02/2019		c404c1de-9119-4451-8a2e-90a81bd53311	37 ROCHESTER STREET BOTANY			
12 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	16/03/2019		c404c1de-9119-4451-8a2e-90a81bd53311	76 BURWOOD ROAD CONCORD			
13 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	7/02/2019		c404c1de-9119-4451-8a2e-90a81bd53311	8/27-29 MARY STREET AUBURN			
14 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	7/04/2019		c404c1de-9119-4451-8a2e-90a81bd53311	42 KIPPAK AVENUE LEUMEAH			
15 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	28/04/2019		c404c1de-9119-4451-8a2e-90a81bd53311	1062/3 GERTRUDE STREET WOLLI CREEK			
16 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	23/04/2019		c404c1de-9119-4451-8a2e-90a81bd53311	186 BEKXY ROAD EARLWOOD			
17 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	10/04/2019		c404c1de-9119-4451-8a2e-90a81bd53311	39 PURSER AVENUE CASTLE HILL			
18 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	16/04/2019		c404c1de-9119-4451-8a2e-90a81bd53311	12 COOEEYANA PARADE MOUNT LEWIS			
19 Valid	0031a229-348e-42d9-ac87-0de4ebb656943	10/04/2019		c404c1de-9119-4451-8a2e-90a81bd53311	16 ALI PARADE NEWINGTON			
on next								

Back Next

Click on ‘All’ to see the list of all transactions

Click on ‘Valid’ to see all transactions that are valid transactions for geocoding.

Click on ‘Duplicate’ to see all transactions that are duplicated in the list (please remove the duplicates before validating)

Click ‘Warning’ to see all transactions that have a potential issue, but will still be validated. It is advised that users check these transactions before hitting **next**.

Click ‘Error’ to see all transactions that have issues that will prevent that transaction from being validated. Please check and rectify before hitting **next**.

Step 8: Click ‘Next’.

5. Selecting additional Spatial Information

The next step is to select the spatial information you wish to be added to your address information during validation in your CSV file. You can select as many options as you would like returned.

Select options include

- Coordinates
- ABS Statistical Areas
- LGA Name
- Suburb Name
- Electoral Names

Image 8

Service Point
An anonymised transaction reporting service.

Organisation Id: a160be7d-a007-438e-b701-73961f221c6a
Signed in as NSWHS sys1
[Terms and conditions](#) [Help](#) [Change Password](#) [Logout](#)

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

CSV File Selected Columns Data Validated **Selecting Metadata** Geocoding Addresses Submitting Transactions

Select the Metadata information to add to your CSV

Coordinates Longitude, Latitude - x,y
 ABS Statistical Areas - Meshblock, Sa1, Sa2, Sa3, Sa4
 LGA Name - Local Government Area
 Suburb Name - Locality
 Electoral Names - CommonWealthElectoralName, StateElectoralName

[Back](#) **Geocode Addresses >**

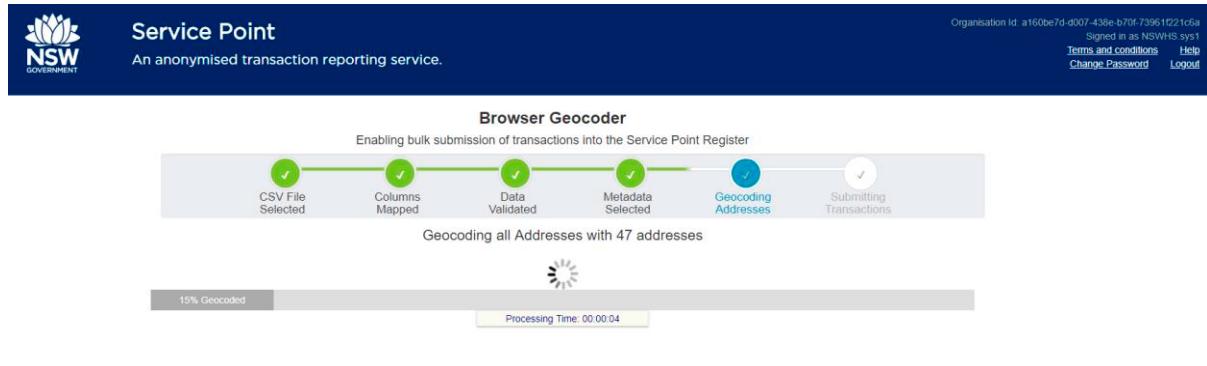
Step 8: Select the Spatial Information you would like to add to your address information and retrieve in your CSV file to be downloaded on completion. You can choose more than one as example shows.

Step 9: Click 'Geocode CSV'

6. Geocoding your CSV file

Once you have clicked ‘**Geocode CSV**’ you will see a processing screen (see [Image 10](#) below). This will let you know the processing time. The more information in the CSV file, and the more using processing files the longer it may take, please be patient. The system will let you know when the geocoding has been completed by announcing so in the screen.

Image 10



The system will start geocoding the Address information from the CSV file. The results will be displayed in the box shown in Image 11 below. You will not be able to download your CSV file until you send the transactions to the Service Point Register by clicking '**Submit Transactions**' as seen in image 11 below.

Image 11

The screenshot shows the Service Point Browser Geocoder interface. At the top, there is a NSW Government logo and a navigation bar with links for 'Terms and conditions', 'Help', 'Change Password', and 'Logout'. The main title is 'Service Point' with the subtitle 'An anonymised transaction reporting service.' Below this is a progress bar with six steps: 'CSV File Selected', 'Columns Mapped', 'Data Validated', 'Metadata Selected', 'Geocoding Addresses', and 'Submitting Transactions'. Each step has a green checkmark icon. A note below the bar states: 'For privacy reasons, only data in the Transactions are submitted to the Service Point.' The next section is titled 'Geocoding Completed' with a timestamp '2019-03-03 10:00:20'. It shows a table of transaction results with columns: Row, site, date, activity, asgsMain_2015_mb1d, asgsMain_2016_sa1d, asgsMain_2016_sa2d, asgsMain_2016_sa3d, asgsMain_2016_sa4d, asgsMain_2021_n. The table has 7 rows of data. A red circle highlights the top row of the table. A red arrow points from the text 'The results of the geocoding will be displayed here.' to the table. Another red arrow points from the text 'You can QA geocoded transactions by reviewing valid, warning, error tabs. By clicking on transactions you will be able to view what information is being sent as part of transaction submission.' to the 'Submit Transactions' button at the bottom of the table.

File: Test1_NSW_Health_services (1).csv Total: 47 - #Valids: 45 #Warnings: 2 #Errors: 0

2019-03-03 10:00:20

All Valid Warning Error Transactions

Row	site	date	activity	asgsMain_2015_mb1d	asgsMain_2016_sa1d	asgsMain_2016_sa2d	asgsMain_2016_sa3d	asgsMain_2016_sa4d	asgsMain_2021_n
1	c031a229-348e-42d9-acb7-0de4ebbb5843	3/03/2019	c404c1de-9119-4451-8a2e-90a81bd53311	10166490000	12302143607	123021436	12302	123	
2	c031a229-348e-42d9-acb7-0de4ebbb5843	13/02/2019	c404c1de-9119-4451-8a2e-90a81bd53311	11204695900	12104141605	121041416	12104	121	
3	c031a229-348e-42d9-acb7-0de4ebbb5843	1/04/2019	c404c1de-9119-4451-8a2e-90a81bd53311	11204471200	12501147312	125011473	12501	125	
4	c031a229-348e-42d9-acb7-0de4ebbb5843	31/03/2019	c404c1de-9119-4451-8a2e-90a81bd53311	11205183500	11703133832	117031338	11703	117	
5	c031a229-348e-42d9-acb7-0de4ebbb5843	15/03/2019	c404c1de-9119-4451-8a2e-90a81bd53311	10422950000	12103140727	121031407	12103	121	
6	c031a229-348e-42d9-acb7-0de4ebbb5843	21/03/2019	c404c1de-9119-4451-8a2e-	10465080000	12002138713	120021387	12002	120	
7	c031a229-348e-42d9-acb7-0de4ebbb5843		c404c1de-9119-4451-8a2e-						

Back Submit Transactions

The results of the geocoding will be displayed here.

You can QA geocoded transactions by reviewing valid, warning, error tabs. By clicking on transactions you will be able to view what information is being sent as part of transaction submission.

Step 10: When you have reviewed your file and are satisfied with the information, click '**Submit Transactions**' button.

7. Send transactions to the Service Point Register

When the user clicks on **‘Submit Transactions’** the transactions will be submitted to the Service Point Register (please see the information sheet on the Service Point web page for further information).

* Service Point is an anonymised transaction reporting service developed by Spatial Services to facilitate location based reporting for NSW Government.

Image 12

The screenshot shows the Service Point Browser Geocoder interface. At the top, there is a navigation bar with the NSW Government logo, the text 'Service Point An anonymised transaction reporting service.', and a sign-in message. Below the navigation bar, a red oval highlights a progress bar with six green circles and labels: 'CSV File Selected', 'Columns Mapped', 'Data Validated', 'Metadata Selected', 'Addresses Geocoded', and 'Transactions Submitted'. A message below the bar states: 'For privacy reasons, only data in the Transactions are submitted to the Service Point.' The main content area shows a table of 'Service Point Transactions submitted' with the following data:

row	site	date	activity	asgsMain_2016_mbld	asgsMain_2016_sa1Id	asgsMain_2016_sa2Id	asgsMain_2016_sa3Id	asgsMain_2016_sa4Id	asgsMain_2021_n
1	c031a229-348e-42d9-ac87-0de4ebbb5843	14/04/2019	c404c1de-9119-4451-ba2e-90a81bd53311	10668990000	11904137652	119041376	11904	119	
2	c031a229-348e-42d9-ac87-0de4ebbb5843	3/03/2019	c404c1de-9119-4451-ba2e-90a81bd53311	10166490000	12302143607	123021436	12302	123	
3	c031a229-348e-42d9-ac87-0de4ebbb5843	13/02/2019	c404c1de-9119-4451-ba2e-90a81bd53311	11204695900	12104141605	121041416	12104	121	
4	c031a229-348e-42d9-ac87-0de4ebbb5843	1/04/2019	c404c1de-9119-4451-ba2e-90a81bd53311	1120471200	12501147312	125011473	12501	125	
5	c031a229-348e-42d9-ac87-0de4ebbb5843	31/03/2019	c404c1de-9119-4451-ba2e-90a81bd53311	11205163500	11703133832	117031338	11703	117	
6	c031a229-348e-42d9-ac87-0de4ebbb5843	15/03/2019	c404c1de-9119-4451-ba2e-90a81bd53311	11205163500	11703133832	117031338	11703	117	

At the bottom of the interface, there are buttons for 'Finish' and 'Download Results to CSV'.

Process complete

Step 11: Click ‘Download CSV’ if you would like a copy of your geocoded address information for each valid transaction.

The geocoded file will be available on the bottom left side of the screen as indicated in *image 13* below. Click on the file to open it. Or access the downloaded files in the browser by clicking Ctrl+J to access the downloads tab

Image 13

The screenshot shows the Service Point Browser Geocoder interface. At the top, there is a NSW Government logo and a navigation bar with links for 'Terms and conditions', 'Help', 'Change Password', and 'Logout'. The main title is 'Service Point' and the subtitle is 'An anonymised transaction reporting service.' Below the title, a progress bar shows the following steps: 'CSV File Selected' (green checkmark), 'Columns Mapped' (green checkmark), 'Data Validated' (green checkmark), 'Metadata Selected' (green checkmark), 'Addresses Geocoded' (green checkmark), and 'Transactions Submitted' (green checkmark). A note below the progress bar states: 'For privacy reasons, only data in the Transactions are submitted to the Service Point.' The main content area is titled 'Service Point Transactions submitted' and displays a table of data. The table has columns: 'ROW', 'site', 'date', 'activity', and several columns starting with 'asgsMain_'. The data shows various transactions with IDs like 11904137652, 119041376, 11904, 119, etc. A red circle highlights the file download link 'Test1_NSW_Health...csv' in the bottom left corner of the table area. A red box and arrow point to this link with the instruction: 'Step 10: Click on the file to open.'

ROW	site	date	activity	asgsMain_2016_mbld	asgsMain_2016_sa1ld	asgsMain_2016_sa2ld	asgsMain_2016_sa3ld	asgsMain_2016_sa4ld	asgsMain_2021_n
c031a229-348e-42d9-ac87-0de4eb0b05843		14/04/2019	c404c10b-9119-4451-8a2e-90a81b0d53311	10668990000	11904137652	119041376	11904	119	
c031a229-348e-42d9-ac87-0de4eb0b05843		3/03/2019	c404c10b-9119-4451-8a2e-90a81b0d53311	10166490000	12302143607	123021436	12302	123	
c031a229-348e-42d9-ac87-0de4eb0b05843		13/02/2019	c404c10b-9119-4451-8a2e-90a81b0d53311	11204695900	12104141605	121041416	12104	121	
c031a229-348e-42d9-ac87-0de4eb0b05843		1/04/2019	c404c10b-9119-4451-8a2e-90a81b0d53311	11204471200	12501147312	125011473	12501	125	
c031a229-348e-42d9-ac87-0de4eb0b05843		31/03/2019	c404c10b-9119-4451-8a2e-90a81b0d53311	11205183500	11703133832	117031338	11703	117	
c031a229-348e-42d9-ac87-0de4eb0b05843		15/03/2019	c404c10b-9119-4451-8a2e-90a81b0d53311	1120522900000	121011401727	121011401	12101	121	

Step 10: Click on the file to open.

8. Changing your password

Image 14



Change User's Password

The password should be at least 8 characters in length and must contain at least 1 number, 1 special character and upper and lower case letters

Old password:

New password:

Confirm password:

Submit

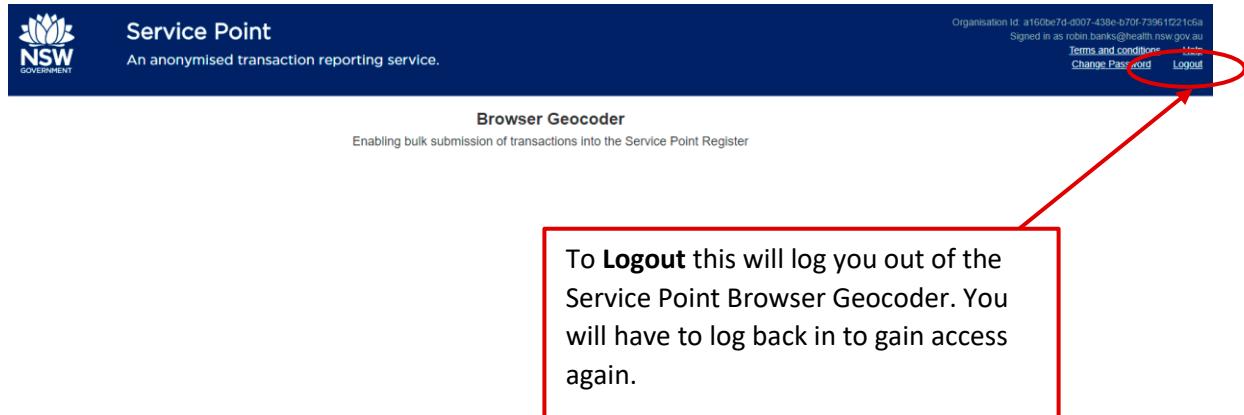
Reset

Follow the prompts to change your password

Click 'Submit'

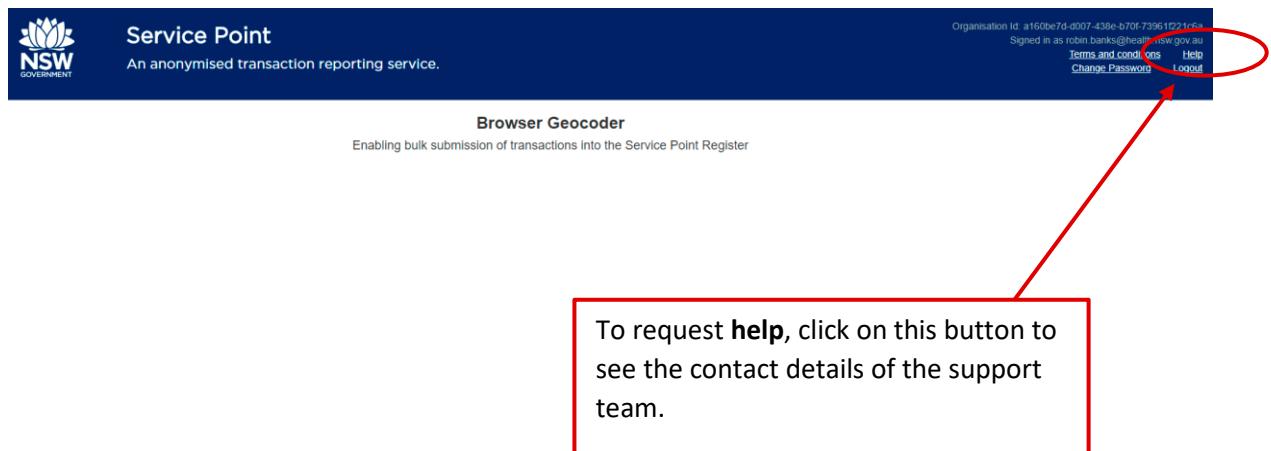
9. Log out

Image 15



10. Help

Image 16



11. Error Messages

Error messages provided by the system will prevent you from submitting transactions into the register. In some of the instances you will have to rectify the contents of the user CSV and in other instances you will have to retry the process at a later instance.

The descriptions below identify some of the most common error messages provided by the system and how a user can resolve them. Records with an Error can be accessed by clicking on the Error radio button (see image 17) over the table view. A summary of records with warnings is also provided to the user for a quick and easy review of the data going into the Service Point Register

Image 17

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

CSV File Selected Columns Mapped Data Validated Metadata Selected Geocoding Addresses Submitting Transactions

Addresses partially Geocoded

Processing Time: 00:07:26

File: Test1_NSW_Health_services_1000 - Copy.csv Total: 999 - #Valids: 946 #Warnings: 10 #Errors: 43

All Valid Warning Error Transactions

row	status	message	formattedAddressString	x	y	asgsMain_2016_mb1d	asgsMain_2016_sa1d	asgsMain_2016_sa2d	asgsMain_2016_sa3d	asgsMain_2016_sa4d	asgsMain_2021
89	Error	An internal error occurred while retrieving address.	28 KINSDALE CL KILLARNEY HEIGHTS NSW 2087								
91	Error	An internal error occurred while retrieving address.	6 WHITES ST NAMBUCCA HEADS NSW 2448								
93	Error	An internal error occurred while retrieving address.	11 RAYNER ST CASINO NSW 2470								
95	Error	An internal error occurred while retrieving address.	78 BENEREMBAH ST GRIFFITH NSW 2680								

To access records with **Errors** only, click on the error button and review error codes

Back Re-Geocode Errors

11.1. Site Missing

Image 18

Browser Geocoder

Enabling bulk submission of transactions into the Service Point Register

Validating the CSV Data and Activity Register

File: Test1_NSW_SS_Demo - Error.csv Total: 47 - #Valids: 31 #Duplicates: 21 #Warnings: 0 #Errors: 16

All Valid Duplicate Warning Error

row	status	message	site	date	activity	CustomerAddress
13	Error	["SITE_MISSING"]	6d57c67057c	26/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	12 SILKS RD KURMOND NSW 2757
14	Error	["SITE_MISSING"]	6d57c67057c	7/04/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	119 FITZROY ST DUBBO NSW 2830
15	Error	["SITE_MISSING"]	6d57c67057c	28/04/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	78 WOMMIN BAY RD CHINDERAH NSW 2487
16	Error	["SITE_MISSING"]	6d57c67057c	23/04/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	15 LAYDEN AV ENGADINE NSW 2233
17	Valid Duplicate		6d5655f3-3c5c-41db-932c-1a62426093	10/04/2019	036e0323-1744d-44f7-9bf7-08e0324e8c5	148 PARRY ST NEWCASTLE WEST NSW 2302
18	Valid Duplicate		6d5655f3-3c5c-41db-932c-1a62426093	16/04/2019	036e0323-1744d-44f7-9bf7-08e0324e8c5	34 DUNKIRK AV KINGSGROVE NSW 2208
19	Valid Duplicate		6d5655f3-3c5c-41db-932c-1a62426093	10/04/2019	036e0323-1744d-44f7-9bf7-08e0324e8c5	6 NORFOLK AV BROKEN HILL NSW 2880
20	Valid Duplicate		6d5655f3-3c5c-41db-932c-1a62426093	23/03/2019	036e0323-1744d-44f7-9bf7-08e0324e8c5	29 AKUNA ST KERAVILLE NSW 2500
21	Valid Duplicate		6d5655f3-3c5c-41db-932c-1a62426093	20/02/2019	036e0323-1744d-44f7-9bf7-08e0324e8c5	15 JANICE PL NARRAWEEA NSW 2099
22	Valid Duplicate		6d5655f3-3c5c-41db-932c-1a62426093	24/03/2019	036e0323-1744d-44f7-9bf7-08e0324e8c5	10A LAKEVIEW AV MERIMBULA NSW 2548
23	Valid		6d5655f3-3c5c-41db-932c-1a62426093	6/02/2019	036e0323-1744d-44f7-9bf7-08e0324e8c5	30 WARATAH CR MACQUARIE FIELDS NSW 2564
24	Valid		6d5655f3-3c5c-41db-932c-1a62426093	8/02/2019	036e0323-1744d-44f7-9bf7-08e0324e8c5	27 GUINEA FLOWER CR WORRIGEE NSW 2540

Back

Browser Geocoder

Enabling bulk submission of transactions into the Service Point Register

Validating the CSV Data and Activity Register

File: Test1_NSW_SS_Demo - Error.csv Total: 47 - #Valids: 31 #Duplicates: 21 #Warnings: 0 #Errors: 16

All Valid Duplicate Warning Error

row	status	message	site	date	activity	CustomerAddress
2	Error	["SITE_MISSING"]	6d57c67057c	15/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	32 ABERFORD ST COONAMBLE NSW 2829
3	Error	["SITE_MISSING"]	6d57c67057c	16/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	228 HORWOOD PL PARRAMATTA NSW 2150
4	Error	["SITE_MISSING"]	6d57c67057c	17/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	36 PERCY ST AUBURN NSW 2144
5	Error	["SITE_MISSING"]	6d57c67057c	18/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	33 DANGAR RD SINGLETON NSW 2330
6	Error	["SITE_MISSING"]	6d57c67057c	19/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	21 SHEPHERD ST MOLLYMOOK NSW 2539
7	Error	["SITE_MISSING"]	6d57c67057c	20/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	6 SIMPSON CT MAYFIELD NSW 2304
8	Error	["SITE_MISSING"]	6d57c67057c	21/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	16 NARI AV POINT CLARE NSW 2250
9	Error	["SITE_MISSING"]	6d57c67057c	22/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	50 STANLEY ST BATHURST NSW 2795
10	Error	["SITE_MISSING"]	6d57c67057c	23/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	8 ROSEBERY AV ROSEBERY NSW 2016
11	Error	["SITE_MISSING"]	6d57c67057c	24/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	12 JANARI CL TOORMINA NSW 2452
12	Error	["SITE_MISSING"]	6d57c67057c	25/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	190 LINDSAY ST HAMILTON NSW 2303
13	Error	["SITE_MISSING"]	6d57c67057c	26/08/2019	036e0323-39e7-46e2-97d5-08e0324e8c5	12 SILKS RD KURMOND NSW 2757

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Cause: Site field has been mapped and the system shows an error as 'SITE_MISSING'

- SITE ID used in the CSV has been retired in the Activity Register.
- Mismatch in the SITE ID used in the CSV file when compared with the SITE ID recorded in the Activity Register
- A SITE ID used in CSV is not valid and current in the Site Table of Activity Register
- SITE ID is not a mandatory field but if it has been mapped then the system will ask for a valid SITE ID

Solution: Verify SITE ID in the Activity Register and copy the correct SITEID from the activity register

11.2. Activity Missing

Image 19 & 20

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

Validating the CSV Data and Activity Register

File: Test1_NSW_SS_Demo - Error.csv Total: 47 - #Valids: 22 #Duplicates: 15 #Warnings: 0 #Errors: 25
 All Valid Duplicate Warning Error

row	status	message	site	date	activity	CustomerAddress
21	Error	"ACTIVITY_MISSING"	4e6525428093	20/02/2019	1bbea5f1624	10 JOURNAL PL KARRAWAIA NORTH 2009
22	Error	"ACTIVITY_MISSING"	4e6525428093	24/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	10A LAKEVIEW AV MERIMBULA NSW 2548
23	Error	"ACTIVITY_MISSING"	4e6525428093	6/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	30 WARATAH CR MACQUARIE FIELDS NSW 2564
24	Error	"ACTIVITY_MISSING"	4e6525428093	8/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	27 GUINEA FLOWER CR WORRIGEE NSW 2540
25	Error	"ACTIVITY_MISSING"	4e6525428093	5/03/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	269 WILLARONG RD CARINGBAH SOUTH NSW 2229
26	Valid		4e6525428093	7/02/2019	124668b1-744d-447-8bf7-1d619e1b11cd	2-26 RIDER BVD RHODES NSW 2138
27	Valid		4e6525428093	5/03/2019	124668b1-744d-447-8bf7-1d619e1b11cd	11-13 MCDONALD PL EVANS HEAD NSW 2473
28	Valid		4e6525428093	10/02/2019	124668b1-744d-447-8bf7-1d619e1b11cd	159-169 VICTORIA ST TAREE NSW 2430
29	Valid		4e6525428093	28/04/2019	124668b1-744d-447-8bf7-1d619e1b11cd	24-26 RAILWAY PDE WESTMEAD NSW 2145
30	Valid		4e6525428093	22/03/2019	124668b1-744d-447-8bf7-1d619e1b11cd	32-34 DICKSON AV ARTARMON NSW 2064
31	Valid		4e6525428093	28/04/2019	124668b1-744d-447-8bf7-1d619e1b11cd	1-3 SMAI ST ULTIMO NSW 2007
32	Valid		4e6525428093	30/03/2019	124668b1-744d-447-8bf7-1d619e1b11cd	64-66 WELLINGTON ST RIVERSTONE NSW 2765
33	Valid		4e6525428093	2/02/2019	124668b1-744d-447-8bf7-1d619e1b11cd	566-590 GARDENERS RD ALEXANDRIA NSW 2015

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Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

Validating the CSV Data and Activity Register

File: Test1_NSW_SS_Demo - Error.csv Total: 47 - #Valids: 22 #Duplicates: 15 #Warnings: 0 #Errors: 25
 All Valid Duplicate Warning Error

row	status	message	site	date	activity	CustomerAddress
3	Error	"ACTIVITY_MISSING"	4e6525428093	16/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	22B HORWOOD PL PARRAMATTA NSW 2150
4	Error	"ACTIVITY_MISSING"	4e6525428093	17/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	36 PERCY ST AUBURN NSW 2144
5	Error	"ACTIVITY_MISSING"	4e6525428093	18/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	33 DANGAR RD SINGLETON NSW 2330
6	Error	"ACTIVITY_MISSING"	4e6525428093	19/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	21 SHEPHERD ST MOLLYMOOK NSW 2539
7	Error	"ACTIVITY_MISSING"	4e6525428093	20/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	6 SIMPSON CT MAYFIELD NSW 2304
8	Error	"ACTIVITY_MISSING"	4e6525428093	21/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	16 NARI AV POINT CLARE NSW 2250
9	Error	"ACTIVITY_MISSING"	4e6525428093	22/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	50 STANLEY ST BATHURST NSW 2795
10	Error	"ACTIVITY_MISSING"	4e6525428093	23/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	8 ROSEBERY AV ROSEBERY NSW 2018
11	Error	"ACTIVITY_MISSING"	4e6525428093	24/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	12 JANARI CL TOORMINA NSW 2462
12	Error	"ACTIVITY_MISSING"	4e6525428093	25/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	190 LINDSAY ST HAMILTON NSW 2303
13	Error	"ACTIVITY_MISSING"	4e6525428093	26/02/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	12 SILKS RD KURMOND NSW 2757
14	Error	"ACTIVITY_MISSING"	4e6525428093	7/04/2019	94eb6e88-2a86-42bd-a452-1bbea5f1624	119 FITZROY ST DUBBO NSW 2830

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Cause: ACTIVITY field has been mapped and the system shows an error as 'ACTIVITY_MISSING'

- ACTIVITY ID used in the CSV has been retired in the Activity Register.
- Mismatch in the ACTIVITY ID used in the CSV file when compared with the ACTIVITY ID recorded in the Activity Register
- A ACTIVITY ID used in CSV must be valid and current in the Activity Table of Activity Register

Solution: Verify the ACTIVITY ID in the Activity Register and copy the correct associated ACTIVITYID from the register

11.3. Unmatched Organisation ID

Image 21

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

Validating the CSV Data and Activity Register

CSV Data contained Invalid Data

File: Test1_NSW_SS_Demo.csv Total: 47 - #Valids: 0 #Duplicates: 0 #Warnings: 0 #Errors: 47

All Valid Duplicate Warning Error

row	status	message	site	date	activity	CustomerAddress	agreement
14	Error	Unmatched organisation id	4e54254280f3	7/04/2019	88e932e4b8c5	119 FITZROY ST DUBBO NSW 2830	
15	Error	Unmatched organisation id	4e54254280f3	28/04/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	78 WOMMIN BAY RD CHINDERAH NSW 2487	
16	Error	Unmatched organisation id	4e54254280f3	23/04/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	15 LAYDEN AV ENGADINE NSW 2233	
17	Error	Unmatched organisation id	4e54254280f3	10/04/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	148 PARRY ST NEWCASTLE WEST NSW 2302	
18	Error	Unmatched organisation id	4e54254280f3	16/04/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	34 DUNKIRK AV KINGSGROVE NSW 2208	
19	Error	Unmatched organisation id	4e54254280f3	10/04/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	6 NORFOLK AV BROKEN HILL NSW 2880	
20	Error	Unmatched organisation id	4e54254280f3	23/03/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	29 AKUNA ST KEIRAVILLE NSW 2500	
21	Error	Unmatched organisation id	4e54254280f3	20/02/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	15 JANICE PL NARRAWEENA NSW 2099	
22	Error	Unmatched organisation id	4e54254280f3	24/03/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	10A LAKEVIEW AV MERIMBULA NSW 2548	087e1dbb-86aa-43de-bc06-b6612a4cb971
23	Error	Unmatched organisation id	4e54254280f3	6/02/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	30 WARATAH CR MACQUARIE FIELDS NSW 2564	087e1dbb-86aa-43de-bc06-b6612a4cb972
24	Error	Unmatched organisation id	4e54254280f3	8/02/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	27 GUINEA FLOWER CR WORRIGEE NSW 2540	087e1dbb-86aa-43de-bc06-b6612a4cb973
25	Error	Unmatched organisation id	4e54254280f3	5/03/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	269 WILLARONG RD CARINGBAH SOUTH NSW 2229	087e1dbb-86aa-43de-bc06-b6612a4cb974
26	Error	Unmatched organisation id	4e54254280f3	7/02/2019	12466d81-744d-44f7-8bf7-1d619e1b11cd	2-26 RIDER BVD RHODES NSW 2138	087e1dbb-86aa-43de-bc06-b6612a4cb975

Cause: ORGANISATION field has been mapped and the system shows an error as 'ORGANISATION_MISSING'

- ORGANISATION ID used in the CSV which has been retired in the Activity Register.
- Mismatch in the ORGANISATION ID used in the CSV file when compared with the ORGANISATION ID recorded in the Activity Register
- A ORGANISATION ID used in CSV is not valid and current in the Organisation Table of Activity Register

Solution: Verify the ORGANISATION ID in the Activity Register and copy the correct associated ORGANISATIONID from the register

11.4. CSV data contained Invalid Data

Image 22

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

Validating the CSV Data and Activity Register

CSV Data contained Invalid Data

File: Test1_NSW_SS_Demo - Error.csv Total: 47 - #Valids: 0 #Duplicates: 0 #Warnings: 0 #Errors: 47

All Valid Duplicate Warning Error

Validation		site	date	activity	CustomerAddress
row status	message				
1 Error	Invalid character used in Address '7 FRANCIS AV, EMU PLAINS NSW 2750'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	14/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	7 FRANCIS AV, EMU PLAINS NSW 2750
2 Error	Invalid character used in Address '32 ABERFORD ST, COONAMBLE NSW 2829'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	15/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	32 ABERFORD ST, COONAMBLE NSW 2829
3 Error	Invalid character used in Address '22B HORWOOD PL, PARRAMATTA NSW 2150'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	16/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	22B HORWOOD PL, PARRAMATTA NSW 2150
4 Error	Invalid character used in Address '36 PERCY ST, AUBURN NSW 2144'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	17/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	36 PERCY ST, AUBURN NSW 2144
5 Error	Invalid character used in Address '33 DANGAR RD, SINGLETON NSW 2330'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	18/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	33 DANGAR RD, SINGLETON NSW 2330
6 Error	Invalid character used in Address '21 SHEPHERD ST, MOLLYMOOK NSW 2539'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	19/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	21 SHEPHERD ST, MOLLYMOOK NSW 2539
7 Error	Invalid character used in Address '6 SIMPSON CT, MAYFIELD NSW 2304'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	20/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	6 SIMPSON CT, MAYFIELD NSW 2304
8 Error	Invalid character used in Address '16 NARI AV, POINT CLARE NSW 2250'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	21/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	16 NARI AV, POINT CLARE NSW 2250
9 Error	Invalid character used in Address '50 STANLEY ST, BATHURST NSW 2795'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	22/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	50 STANLEY ST, BATHURST NSW 2795
10 Error	Invalid character used in Address '8 ROSEBERY AV, ROSEBERY NSW 2018'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	23/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	8 ROSEBERY AV, ROSEBERY NSW 2018
11 Error	Invalid character used in Address '12 JANARI CL, TOORMINA NSW 2452'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	24/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	12 JANARI CL, TOORMINA NSW 2452
12 Error	Invalid character used in Address '190 LINDSAY ST, HAMILTON NSW 2303'. Valid: a-zA-Z0-9-& /	f0070473-d07f-40e8-b446-6c67c967057c	25/08/2019	838c0323-39d7-4d62-97dd-88e932e4b8c5	190 LINDSAY ST, HAMILTON NSW 2303

◀ Back

Cause: One or more of the fields contain invalid characters. The system will show an error as 'Invalid character used in Address'

Solution: The valid characters permitted in the CSV

- a-zA-Z0-9,-& /
- using , (comma) in any of the field would require the data in the respective field to be included in “ “ (double inverted quotes)

11.5. Internal Error Occurred while retrieving Address

Image 23

The screenshot shows the 'Browser Geocoder' interface with a progress bar at the top indicating six steps: 'CSV File Selected', 'Columns Mapped', 'Data Validated', 'Metadata Selected', 'Geocoding Addresses', and 'Submitting Transactions'. The first four steps have green checkmarks, while the last two have grey checkmarks. Below the progress bar, a message reads 'Addresses partially Geocoded' and 'Processing Time: 00:07:26'. A radio button group below the message includes 'All', 'Valid', 'Warning', 'Error', and 'Transactions'. A table below the radio buttons displays four error records. The columns in the table are: row, status, message, formattedAddressString, x, y, asgsMain_2016_mbld, asgsMain_2016_sa1Id, asgsMain_2016_sa2Id, asgsMain_2016_sa3Id, asgsMain_2016_sa4Id, and asgsMain_2021. The error records are:

row	status	message	formattedAddressString	x	y	asgsMain_2016_mbld	asgsMain_2016_sa1Id	asgsMain_2016_sa2Id	asgsMain_2016_sa3Id	asgsMain_2016_sa4Id	asgsMain_2021
89	Error	An internal error occurred while retrieving address.	28 KINSDALE CL KILLARNEY HEIGHTS NSW 2087								
91	Error	An internal error occurred while retrieving address.	6 WHAITES ST NAMBUCCA HEADS NSW 2448								
93	Error	An internal error occurred while retrieving address.	11 RAYNER ST CASINO NSW 2470								
95	Error	An internal error occurred while retrieving address.	78 BENEREMBAH ST GRIFFITH NSW 2680								

At the bottom of the interface are two buttons: 'Back' and 'Re-Geocode Errors'.

Cause: When processing CSV with large number of records some of the records may have returned a no response due to a server error and a message 'Internal error occurred while retrieving address'.

Solution

- To view records with errors click on the Error radio button just above the table view
- The records which have errors in them can be run through geocoding process again by clicking on the Re-Geocode Errors.
- You may need to Re-Geocode Errors more than once if there are server issues
- In case the Issues persist and are not resolving then logout of the system and try again after some time.

11.6. Number of Records exceed 1000

Image 23

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

CSV File Selected Columns Mapped **Validating Data** Selecting Metadata Geocoding Addresses Submitting Transactions

Validating the CSV Data and Activity Register

Number of Records exceed 1000.

File: Test1_NSW_Health_services_1000 - Copy.csv Total: 1004 - #Valids: 0 #Duplicates: 0 #Warnings: 0 #Errors: 0
All Valid Duplicate Warning Error

row	status	message	formattedAddressString	ActivityID	OrganisationID	SiteID	Date
993			245 FOREST WAY NIANGALA NSW 2354	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
994			13 INGLEBURN GARDENS DR BARDIA NSW 2565	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
995			1649 WILLI WILLI RD TEMAGOG NSW 2440	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
996			3A SKAIN PL HORNINNGSEA PARK NSW 2171	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
997			291 SUMMERLAND WAY KYOGLE NSW 2474	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
998			42 CUMMINGS CR CUMBALUM NSW 2478	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
999			6 VALENCIA ST GOROKAN NSW 2263	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
1000			25 NORTH PDE MOUNT DRAUITT NSW 2770	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
1001			1094 WELBONDONGA RD GARAH NSW 2405	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
1002			21 WALMSLEY ST MILLFIELD NSW 2325	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
1003			29 GREY ST CARLTON NSW 2218	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019
1004			3 PRINCES PROM SEAFORTH NSW 2092	c404c1de-9119-4451-8a2e-90a81bd53311	a160be7d-d007-438e-b70f-73961f221c6a	c031a229-348e-42d9-ac87-0de4ebbb5843	5/08/2019

◀ Back

Cause: If the CSV contains more than 1000 records then system will not proceed with validation and display an error message as Number of Records exceed 1000

Solution: If your CSV contains more than 1000 records then split the CSV into multiple CSV's containing less than 1000 records each.

11.7. Geocoder Server encountered error

Image 24

The screenshot shows the 'Browser Geocoder' interface. At the top, a progress bar indicates the following steps: 'CSV File Selected' (green checkmark), 'Columns Mapped' (green checkmark), 'Data Validated' (green checkmark), 'Metadata Selected' (green checkmark), 'Geocoding Addresses' (green checkmark), and 'Submitting Transactions' (grey circle). Below the progress bar, a message states 'Addresses partially Geocoded'. A red error message 'GeocodeServer encountered Error: Null returned' is displayed, along with a processing time of '00:01:57'. A legend at the top right shows radio buttons for 'All', 'Valid', 'Warning', 'Error', and 'Transactions'. The main area is a table titled 'File: NSW_LotAddress.csv Total: 1000 - #Valids: 18 #Warnings: 0 #Errors: 722'. The table has columns: row, status, message, site, date, activity, formattedAddressString, asgsMain_2016_mbld, asgsMain_2016_sa1ld, asgsMain_2016_sa2ld, asgsMain_2016_sa3ld, and asgsMain_2016_sa4ld. The table contains 59 rows of data, with rows 54 through 59 highlighted in yellow. Each row shows a unique identifier, a timestamp, and a geocoding result. For example, row 54 shows a timestamp of 3/02/2019 and a geocoding result for 'LOT 1 41 MOLONGLO ST BUNGENDORE NSW 2621'. The 'Geocoding Addresses' step in the progress bar is highlighted in green, indicating the error occurred during this process.

row	status	message	site	date	activity	formattedAddressString	asgsMain_2016_mbld	asgsMain_2016_sa1ld	asgsMain_2016_sa2ld	asgsMain_2016_sa3ld	asgsMain_2016_sa4ld
54		f33fc79bdc4	4bb2cd8b468	310c89cf-717b-45f1-ae87-4bb2cd8b468		LOT 1 41 MOLONGLO ST BUNGENDORE NSW 2621					
55		f33fc79bdc4	4bb2cd8b468	310c89cf-717b-45f1-ae87-4bb2cd8b468		LOT 2 177-179 SHARP ST COOMA NSW 2630					
56		f33fc79bdc4	4bb2cd8b468	310c89cf-717b-45f1-ae87-4bb2cd8b468		LOT 99 10 CECIL ST PADDINGTON NSW 2021					
57		f33fc79bdc4	4bb2cd8b468	310c89cf-717b-45f1-ae87-4bb2cd8b468		LOT 700 3 MITCHELL DR EAST MAITLAND NSW 2323					
58		f33fc79bdc4	4bb2cd8b468	310c89cf-717b-45f1-ae87-4bb2cd8b468		LOT 5 123 SHARP ST COOMA NSW 2630					
59		f33fc79bdc4	4bb2cd8b468	310c89cf-717b-45f1-ae87-4bb2cd8b468		LOT 7 28 HIGH ST GRETA NSW 2334					

Cause: The Geocoding service provided by PSMA is currently unavailable as a result the system will display a message as 'Geocoder Server encountered error'

Solution: Logout of the system and try logging back in and retrying the geocoding service again in 15 minutes. If the problem persists, contact [Service Delivery Team](#) at Spatial Services, Bathurst.

11.8. Service Point Transaction Validation Error

Image 25

The screenshot shows the 'Browser Geocoder' interface with a progress bar at the top. The steps are: CSV File Selected (green checkmark), Columns Mapped (green checkmark), Data Validated (green checkmark), Metadata Selected (green checkmark), Geocoding Addresses (green checkmark), and Submitting Transactions (grey circle). Below the progress bar, a message says 'Addresses partially Geocoded'. A red error message 'GeocodeServer encountered Error: Null returned' is displayed. The processing time is '00:01:57'. A table below shows 1000 transactions with various status codes. A 'Back' button is at the bottom.

row	status	message	site	date	activity	formattedAddressString	asgsMain_2016_mbld	asgsMain_2016_sa1ld	asgsMain_2016_sa2ld	asgsMain_2016_sa3ld	asgsMain_2016_sa4ld
54		f33fc79bdc4	4bb2cd8b468	3/02/2019	310c89cf-717b-45f1-ae87-4bb2cd8b468	LOT 1 41 MOLONGO ST BUNGENDORE NSW 2621					
55		f33fc79bdc4	4bb2cd8b468	2/02/2019	310c89cf-717b-45f1-ae87-4bb2cd8b468	LOT 2 177-179 SHARP ST COOMA NSW 2630					
56		f33fc79bdc4	4bb2cd8b468	3/02/2019	310c89cf-717b-45f1-ae87-4bb2cd8b468	LOT 99 10 CECIL ST PADDINGTON NSW 2021					
57		f33fc79bdc4	4bb2cd8b468	2/02/2019	310c89cf-717b-45f1-ae87-4bb2cd8b468	LOT 700 3 MITCHELL DR EAST MAITLAND NSW 2323					
58		f33fc79bdc4	4bb2cd8b468	3/02/2019	310c89cf-717b-45f1-ae87-4bb2cd8b468	LOT 5 123 SHARP ST COOMA NSW 2630					
59		f33fc79bdc4	4bb2cd8b468	2/02/2019	310c89cf-717b-45f1-ae87-4bb2cd8b468	LOT 7 28 HIGH ST GRETA NSW 2334					

Cause: The Validation service provided by Service Point activity register is currently unavailable as a result the system will display a message as 'Service Point Transaction Validation Error'

A user login session is valid for only an hour, when the user login times out the user will receive the 'Service Point Transaction Validation Error: The incoming token has expired Please logout and login again'

Solution: Logout of the system and try logging back in and retrying the validation service again in 15 minutes. If the problem persists, contact [Service Delivery Team](#) at Spatial Services, Bathurst.

11.9. Service Point Transaction Submit Error

Cause: The record submission process into the Service Point register is currently unavailable as a result the system will display a message as 'Service Point Transaction Submit Error'. This error indicates that records have not been submitted into the register and you will need to repeat the submission process.

Solution: Logout of the system and try logging back in and retrying the validation and record submission service again in 15 minutes. If the problem persists, contact [Service Delivery Team](#) at Spatial Services, Bathurst.

12. Warnings

Warnings associated with a record are presented to you as a means of verifying instances where there is information missing from the CSV input data. A user can choose to submit records with warnings associated with them into the service point register. However, this will affect the qualitative intelligence available from the analytics tools as the data will be missing some of the key information.

Records with a warning can be accessed by clicking on the Warning radio button over the table view. A summary of records with warnings is also provided to the user for a quick and easy review of the data going into the Service Point Register

12.1. Response does not contain data. Only Notes

Cause: The system is unable to geocode the provided address and as a result the geocoding service will provide a null output along with an Error 'Response does not contain data. Only Notes'. Types of address which will cause this error

- partial address
- invalid address
- incomplete address

Solution: Submission of partial or Incomplete or invalid address can be reviewed and resolved. To resolve this warning verify and complete address. If you do not have the complete address for the record, the system still permits you to submit a transaction without the associated geographic intelligence.

Image 26

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

Geocoding Completed
Geocoder Time Taken: 00:00:17

File: Test1_NSW_Health_services.csv Total: 47 - #Valids: 0 #Warnings: 47 #Errors: 0
All Valid Warning Error Transactions

row	status	message	site	date	activity	CustomerAddress	x	y	asgsMain_2016_mblId	asgsMain_2016_sa1Id	asgsMain_2016_sa2Id	asgsMain_2016_sa3Id	a
6	Warning	Error: Response does not contain data. only Notes	c031a229-348e-42d9-ac87-0de4ebbb5843	15/03/2019	c404c1de-9119-4451-8a2e-90a81bd53311	CLUNIES ROSS ST ACTON ACT 2601							
7	Warning	Error: Response does not contain data. only Notes	c031a229-348e-42d9-ac87-0de4ebbb5843	21/03/2019	c404c1de-9119-4451-8a2e-90a81bd53311	ST KILDA RD MELBOURNE VIC 3004							
8	Warning	Error: Response does not contain data. only Notes	c031a229-348e-42d9-ac87-0de4ebbb5843	14/04/2019	c404c1de-9119-4451-8a2e-90a81bd53311	HUGH KING DR MILDURA VIC 3500							
9	Warning	Error: Response does not contain data. only Notes	c031a229-348e-42d9-ac87-0de4ebbb5843	15/02/2019	c404c1de-9119-4451-8a2e-90a81bd53311	CASTLEMAINE VIC 3450							
10	Warning	Error: Response does not contain data. only Notes	c031a229-348e-42d9-ac87-0de4ebbb5843	12/04/2019	c404c1de-9119-4451-8a2e-90a81bd53311	MOUNT GRAVATT							

[« Back](#) [Submit Transactions »](#)

12.2. Warning. More than one possible result

Image 27

Browser Geocoder
Enabling bulk submission of transactions into the Service Point Register

CSV File Selected Columns Mapped Data Validated Metadata Selected Geocoding Addresses Submitting Transactions

Addresses partially Geocoded

Processing Time: 00:08:50

File: Test1_NSW_Health_services_1000 - Copy.csv Total: 999 - #Valids: 946 #Warnings: 10 #Errors: 43
 All Valid Warning Error Transactions

row	status	message	formattedAddressString	x	y	asgsMain_2016_mbld	asgsMain_2016_sa1Id	asgsMain_2016_sa2Id	asgsMain_2016_sa3Id	asgsMain_2016_sa4Id	asgsMain_202
332	Warning	Error. More than one possible result	1428 EBSWORTH RD BOORAL NSW 2425								
436	Warning	Error. More than one possible result	103 GEORGE ST PARRAMATTA NSW 2150								
556	Warning	Error. More than one possible result	3391 BEACONSFIELD RD O'CONNELL NSW 2795								
719	Warning	Error. More than one possible result	4 VICTORIA ST GOULBURN NSW 2580								
785	Warning	Error. More than one possible result	9 HARTOG DR WERRINGTON COUNTY NSW 2747								

◀ Back Re-Geocode Errors

Cause: The system is unable to geocode the provided address due to more than one address available in the database. Error 'More than one possible result'

- Partial address
- Duplicate address

Solution: Addresses with duplicates in the database cannot be geocoded by the service as a result the record can be submitted without

12.3. Missing Address

Image 28

The screenshot shows the 'Browser Geocoder' interface with a progress bar at the top. The steps are: CSV File Selected (green checkmark), Columns Mapped (green checkmark), Validating Data (blue checkmark), Selecting Metadata (white circle with checkmark), Geocoding Addresses (white circle with checkmark), and Submitting Transactions (white circle with checkmark). Below the progress bar, it says 'Enabling bulk submission of transactions into the Service Point Register'. A message at the top indicates the file is 'Test1_NSW_Health_services_1000.csv' with 96 rows, 91 valids, 0 duplicates, 5 warnings, and 0 errors. A table below shows the data with columns: row, status, message, formattedAddressString, ActivityID, SiteID, and Date. The table lists 21 rows, with rows 14, 15, 16, 17, 18, and 19 marked as 'Missing address' and colored red, while others are green.

row	status	message	formattedAddressString	ActivityID	SiteID	Date
10	Valid		10 FLEET ST NEW LAMBTON NSW 2305	c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	25/01/2016
11	Valid		178 PARRAMATTA RD STANMORE NSW 2048	c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	26/01/2016
12	Valid		2378 MITCHELL HWY VITTORIA NSW 2799	c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	27/01/2016
13	Valid		4 HURFORD PL FORBES NSW 2871	c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	28/01/2016
14	Warning	Missing address		c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	29/01/2016
15	Warning	Missing address		c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	1/02/2016
16	Warning	Missing address		c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	2/02/2016
17	Warning	Missing address		c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	3/02/2016
18	Warning	Missing address		c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	4/02/2016
19	Valid		292 BALSTON ST LAVINGTON NSW 2641	c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	5/02/2016
20	Valid		3 KENNETH RD MANLY VALE NSW 2093	c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	8/02/2016
21	Valid		29 ANZAC ST GREENACRE NSW 2190	c404c1de-9119-4451-8a2e-90a81bd53311	c031a229-348e-42d9-ac87-0de4ebbb5843	16/02/2016

Cause: Some of the records in the CSV have transaction Address missing.

Solution: Records which are missing address details should be completed to avoid receiving this warning message. In case the transaction address is not available a user can still submit records into the Service Point Register.

Contact and support services

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