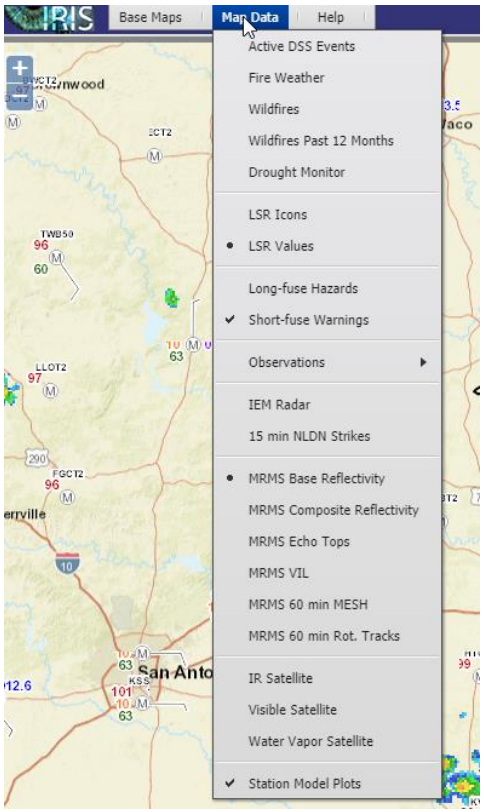
How to Access to IRIS:

- Go to iris.ncep.noaa.gov
- Log-in with your CAC credentials
- Type in HGX in the “Select your site ID to Start IRIS” or select from the dropdown menu
- IRIS then loads you into the HGX map page

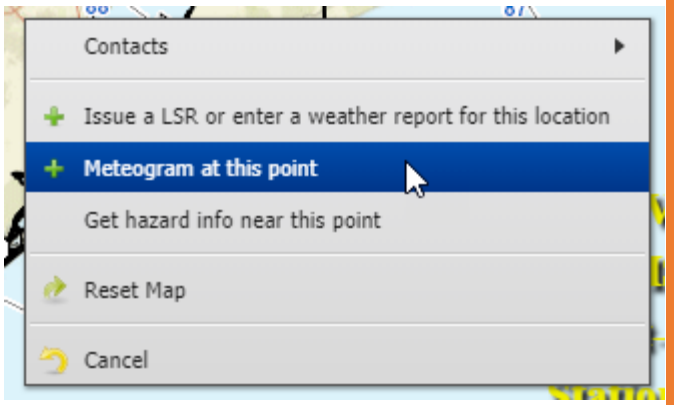
How to add data to the map:

- Go to the upper left side of the screen to the “Map Data” option
- Select the elements you wish to see
- Some favorites include:
  - MRMS Data
  - LSR Values
  - Station Data Plots



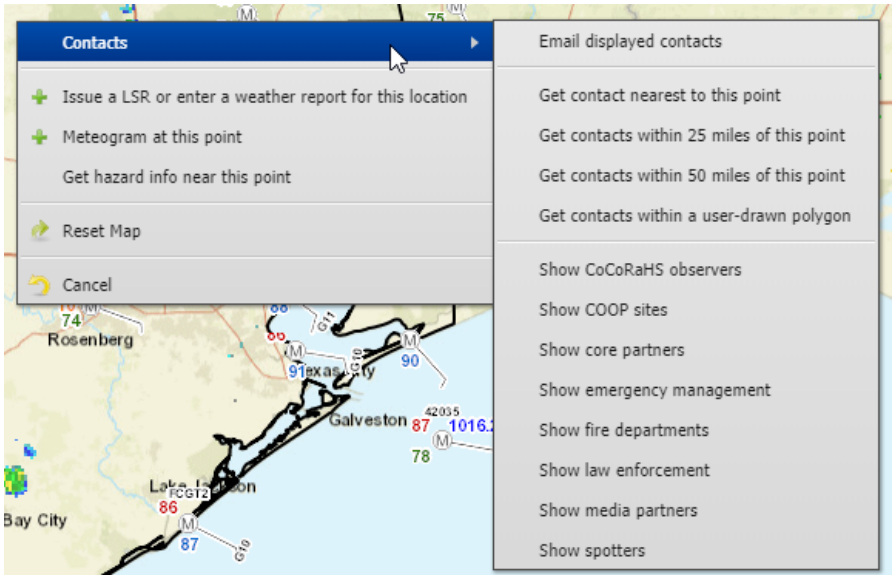
How to get a Meteogram for a specific location:

- Right click on the map in the location that you want to get a meteogram for
- Select “Meteogram at this point” option



How to get the contact information near a point:

- Right click on the map in the location of interest
- Hover over the “Contacts” option
- Select an option to display contacts within a distance of this point or to show specific types of contacts
- Helpful when trying to verify warnings
- Only helpful for when there are contacts loaded into IRIS



Check out the IRIS NWSChatroom named “irischat”

How to issue an LSR

Step 1

Option 1 – Via Map:

1. ***Right click*** on the location you want to add a LSR
2. Select "Issue a LSR or enter a weather report…"
3. Edit and issue LSR (**Step 2**) →

Option 2 – Via Search:

1. Select the "Wx Reports/LSRs" tab at the bottom of the screen
2. Make sure you are on the "Contact List and Search" tab
3. Search for a location via:
    a. Address
    b. Mileage from a City (i.e. 5 NW Houston)
    c. Contact name
    d. Lat/Long
    e. Type of Place (i.e. Gas Stations)
4. Click search for the location option you want
5. A black pin will appear on the map… ***Left click*** the black pin and select "LSR"
6. Edit and issue LSR (**Step 2**) →

Option 3 – Via Obs Monitor:

1. Select the "Obs Monitor" tab at the bottom of the screen
2. ***Left click*** on the observation you want to LSR (e.g. a wind gust) to highlight
3. ***Right click*** and select "Issue LSR for [observation]"
4. Edit and issue the LSR (**Step 2**) →

Step 2

Editing an LSR

1. The Lat/Long is automatically generated and cannot be edited. If there is an error, must start a new LSR.
2. Location Name is automatically generated, but can be edited (e.g. 2 NW Dickinson to NWS HGX Office).
3. Time is automatically generated based off the current time, but can be edited for a report that happened earlier in the day.
4. Select an Event Type (e.g. Hail).
5. Select a Magnitude (for Hail… select 1.00 Quarter or whatever the report is) and if the report is an Estimate (E), Measured (M), or Unknown (U).
    - Some event types do not have a Magnitude, such as damage reports. For these events, please just describe the event in words in the Remarks section.
6. Select a Report Source… defaults to public.
7. Report if there were any Injuries or Fatalities.
8. Duration of the LSR (mainly used for rain or snow totals).
9. Add in any remarks (e.g. Hail damaged cars).
10. Add your initials.
11. Click "Send LSR Now" and a new page will load showing the completed LSR.
12. Transmit the LSR!
13. If you do not want to send the LSR, but want to keep a record of the event, select the "Save to Weather Reports Table" option.

Options Bar

Contacts:

- Can add and filter Contacts
- Put in information such as:
  - Address
  - Phone number and best times to call
  - Type (e.g. Spotter, EM, NWS Employee, etc.)
  - Specific notes
- Can contact people through:
  - Email → Sends as BCC, can attach files, person can reply directly to the email you provide)
  - SMS → They cannot reply!
  - IDSS Survey

Verification

- View LSRs and warnings/watches that have issued
- To view a SVR along with the associated LSRs:
  - Ctrl click both Products
  - Select the date you want to view
  - Click Submit
  - To see the LSR location wrt the warning, click the Product History tab
  - Then click the boxes for Show Archive LSRs (also can view the radar at the time)

Manage Impacts:

- Create and edit impact alerts (wind speeds, rainfall, etc.) for a user defined point, line, or polygon
- Impacts will can be tied to specific DSS events
- An alert popup box will be displayed in the upper left-hand corner of the IRIS display to notify the user.
- This feature works closely with the **Impact Alerts** and **Event Calendar** Tabs

Impact Alerts:

- Will inform users of any impacts that are currently active.
- The impacts are color coded according to the alert status and the impact type (**Blue** for event w/o thresholds, **Red** for impacts that have met or exceeded thresholds, **Black** for impacts that have been acknowledged).

Event Calendar:

- Impacts that were created with the "Display this impact on the DSS Event Calendar" checkbox checked during the impact creation will be available in the Event Calendar. The Event Calendar is a tool for users to be situationally aware of events that are or will be occurring that may need weather support.

Options Bar

Obs Monitor

- View current or history observations
- Set alerts for when an observation has reached a user defined threshold. These alerts can be saved for later, and are site specific. *Any changes to the alerts will affect other IRIS users for your site.*
- When an alert's thresholds have been exceeded, the tabular data will be highlighted red in the Observation Monitor, and a notification will be displayed in the Status Bar.
- Can issue an LSR by right clicking on the observation you want to LSR

Station Log

- Very similar to the Shift Log on the intranet site
- Automatically logs email and texts sent

Visit the IRIS VLAB page for more in-depth instructions

https://vlab.ncep.noaa.gov/web/iris

Wx Reports/LSRs

- The Weather Reports Table allows the user to create PNSs, LSRs, and LSR summaries.
- There are two different ways to populate data in the Weather Reports Table:
  - Pull in LSR products that have been issued recently in AWIPS by clicking the ***Get AWIPS LSRs*** button.
  - Observation data can be populated into the Weather Reports Table. Select the desired weather element from the drop-down menu and click the Retrieve Obs button
- You can filter the table by:
  - Report type
  - On a date
  - Over the past 3, 6, 12, 24 hours, etc.
  - Max/Min
- You can edit and correct LSRs by right clicking the LSR and select ***Edit/Correct this report*** option.
- How to issue a PNS:
  - Select the report or observation you want to include in the PNS
  - Select the Create PNS button
  - A prompt will ask you if you want to include data about the observation (Lat/long, data provider, etc.) and how to sort the PNS (values only, by county, by zone, or by custom areas)
  - Click the ***Create PNS*** button
  - The PNS will pop up in a text window, then proof read the PNS and click the Transmit button to send the PNS.