



Global Antimicrobial Resistance Surveillance System (GLASS)

**Guide to uploading aggregated
antimicrobial resistance data**



**World Health
Organization**

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Introduction

This document has been developed for national GLASS focal points who have been nominated by their ministry of health, or another officially designated national agency, to represent the national antimicrobial resistance surveillance programme. It provides instructions and explanatory information on how to upload aggregated national antimicrobial resistance (AMR) data into the GLASS IT platform. Detailed information on the GLASS methodology and implementation roadmap is available in the *GLASS Manual for early implementation (1)*.

This document assumes that the users of the GLASS IT platform will already have completed a number of important steps in the GLASS data submission process, as outlined below:

1. Users will have been provided with a login and password, together with the link to the GLASS IT platform. Users will already have completed their registration in the system and should know how to access the platform. Detailed information on accessing the platform is available in the *GLASS enrolment guide for national focal points (2)*.
2. Users will also have provided data on the status of their national AMR surveillance programme, by completing the web-based GLASS implementation questionnaire on the GLASS IT platform. These data must be submitted as part of the enrolment process and should always be verified for accuracy and updated as needed **before** uploading any data on AMR. A detailed guidance to assist users in submitting implementation data is available in the *Guide to completing the GLASS implementation questionnaire (3)*.
3. The aggregated national AMR data files will have been prepared for uploading in line with GLASS specifications. Detailed information on data preparation is available in the *GLASS guide for aggregated AMR data files preparation (4)*.

Overview of the data upload process

4. Go to <https://portailglass.voozanoo.net/prtl/>.
5. Enter login and password to gain access to the WHO GLASS portal page
6. Select “Surveillance of antibacterial resistance in humans”
7. Click on the “Data upload” button at the bottom of the home page
8. Provide all required information and upload your file (*RIS* file **before** *SAMPLE* file). Data files must conform to the specifications described in (4) in order to be successfully uploaded.
9. Click on the “Load” button and wait until the upload process has finished.
10. Validate your data through the different steps (Import summary, Data summary, Consistency checks)
11. Submit your data once they are validated or delete them if you need to correct the data file before resubmission.

Step by step *RIS* file upload process



Step 1: Upload your *RIS* file

Go to <https://portailglass.voozanoo.net/prtl/> and log in using the user name and password you have been provided with:

Once you have logged in, you will arrive at the WHO GLASS portal page:



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