

# ALB Data Ingestion - Add new data to the data lake

I have a new data source (file, spreadsheet, table) that needs to be available in the data lake and the data should be available for transformations and aggregations.

## Step-by-step guide

N#	Step	Details
1	<p>Copy the mapping spreadsheet template and fill it following the instructions on the file.</p> <p>If you don't know the data source, please, validate the mapping with the Product Owner of the source system/file.</p>	
2	<p>Create a JIRA Ticket on the board of the project and attach the mapping document.</p>	<p><b>Title:</b> [ETL - Data Ingestion - Workflow/Method/Subject]</p> <p><b>Description:</b></p> <p>"As a [persona/role], I [want to], [so that].</p> <p>Acceptance Criteria:</p> <p>"</p> <p>+ Attach mapping document, data samples and other important files or documents.</p>



**Tip:**

Atlassian support documentation of how to write stories: <https://www.atlassian.com/agile/project-management/user-stories>