

Global Footprint Tool User Guide

Last updated: 08 June 2026.

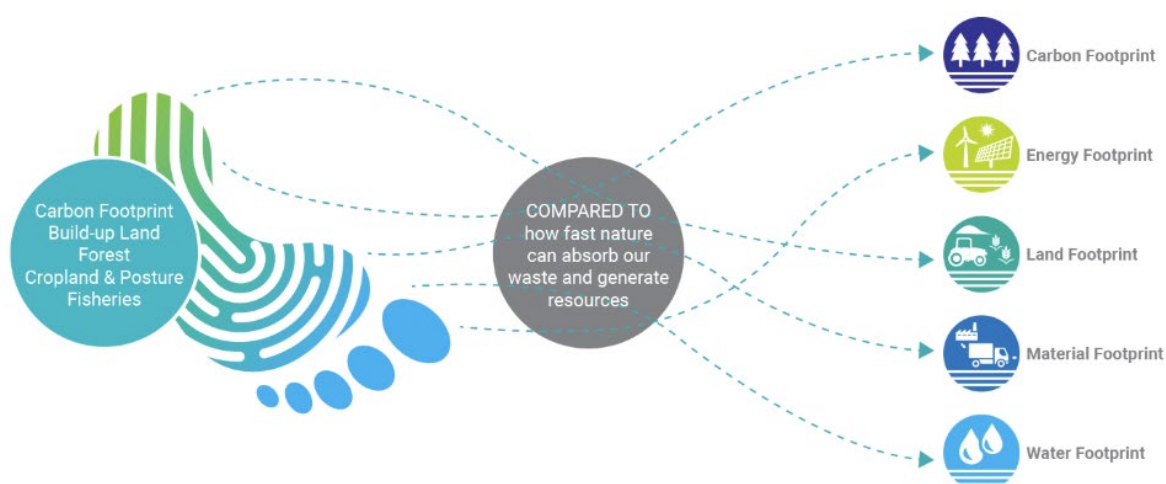
This guide provides step-by-step instructions for calculating environmental footprint indicators using the Global Footprint Tool (<https://footprint.unep.org/>).

To calculate footprint indicators using the Tool, users must create a personal user workspace, log in, upload national data, and then download the results generated by combining the uploaded national data with relevant data from the GLORIA Multi-Regional Input-Output (MRIO) assessment database.

For additional assistance, please contact us at unep-oos-sdgs@un.org.

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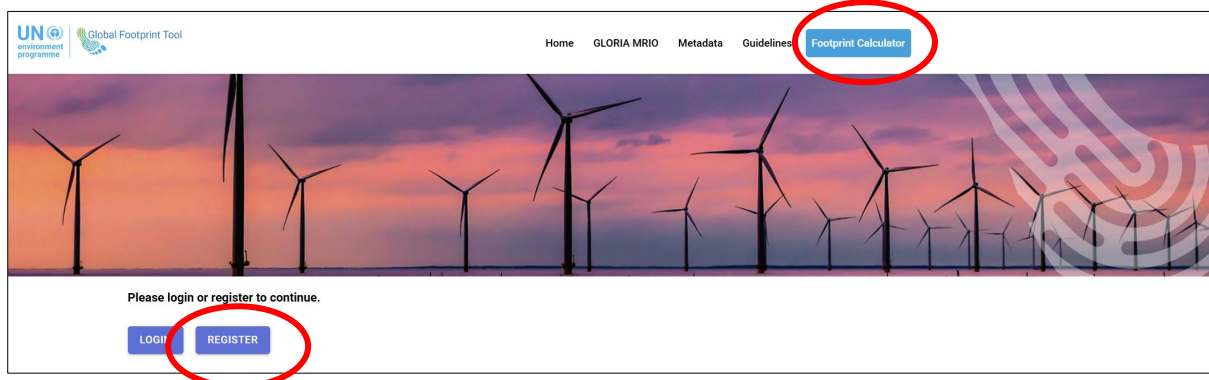
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1. Create an Account

To start using the [Global Footprint Tool](#) to calculate footprint indicators: Carbon Footprint, Energy Footprint, Land Use Footprint, Material Footprint, and Water Consumption Footprint, first create an account by following these steps:

Step 1: Click the **Footprint Calculator** button in the upper right corner of the screen displaying the Global Footprint Tool.



Step 2: In the Footprint Calculator tab, click the **REGISTER** button.

Step 3: Complete the registration form by providing the required details:

- *First Name;*
- *Last Name;*
- *Institution;*
- *Country;*
- *Email Address;*
- *Username;*
- *Password.*

Step 4: Click the **SUBMIT** button to submit the registration details.

Once your information is verified, UNEP will send you a confirmation email. Kindly do bear in mind that it can take up to three working days for the verification due to internal processes.

2. Log in to your user workspace

Once your account is verified and a confirmation email is received, log in to your personal user workspace by following these steps:

Step 1: Return to the Global Footprint Tool homepage.

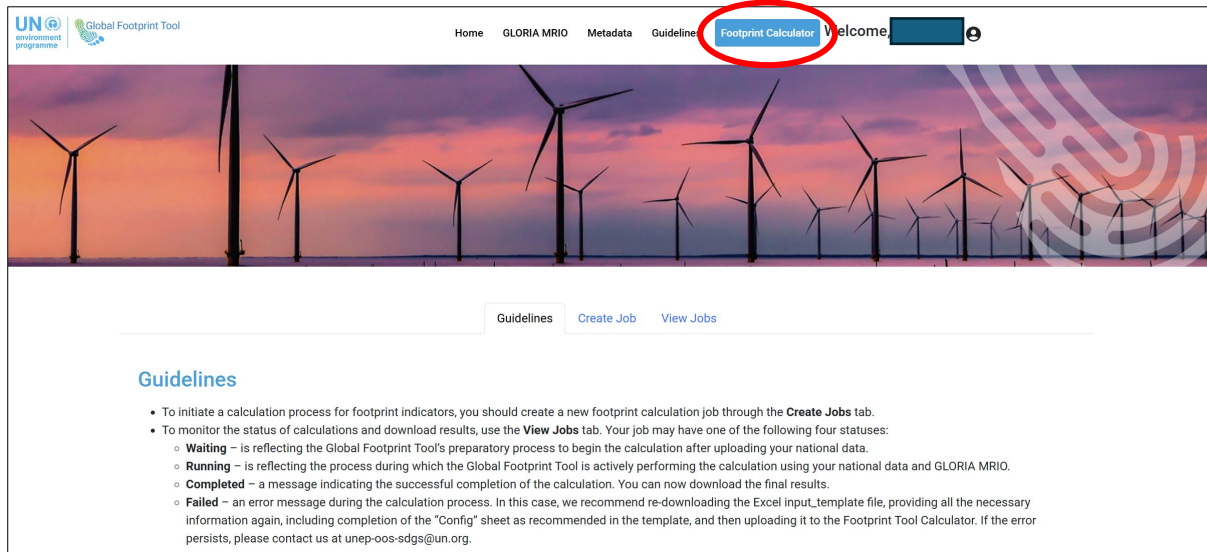
Step 2: Click the **Footprint Calculator** button in the upper right corner of the screen.

Step 3: In the Footprint Calculator tab, click the **LOGIN** button (you will be redirected to the login form).

Step 4: Enter the credentials provided in the confirmation email earlier.

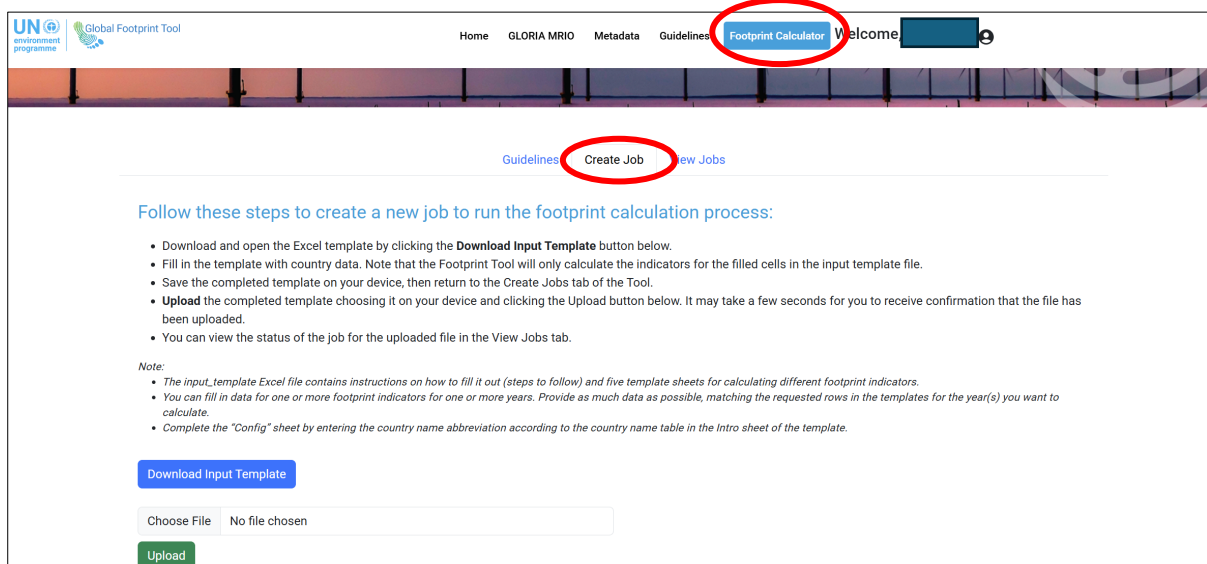
After completing the recommended steps, you will be redirected to the Global Footprint Tool Calculator homepage, where you will see the following tabs:

- **Guidelines** – instructions for using the Global Footprint Calculator;
- **Create Job** – a tab for uploading a completed template with your national data;
- **View Jobs** – a tab listing all the jobs you have initiated.



3. Calculate national footprint indicators

To initiate a calculation process for footprint indicators, you should create a new footprint calculation job through the **Create Jobs** tab in your user workspace:



Then follow these steps:

Step 1: Go to the Create Jobs tab in your user workspace.

Step 2: Download and open the Excel template by clicking the blue **Download Input Template** button in the lower left corner of the screen.

Step 3: Fill in the template with country data. Note that the Footprint Tool will only calculate the indicators for the filled cells in the input template file.

Note: The input_template Excel file contains instructions on how to fill it out (steps to follow) and five template sheets for calculating different footprint indicators.

You can fill in data for one or more footprint indicators for one or more years. Provide as much data as possible, matching the requested rows in the templates for the year(s) you want to calculate.

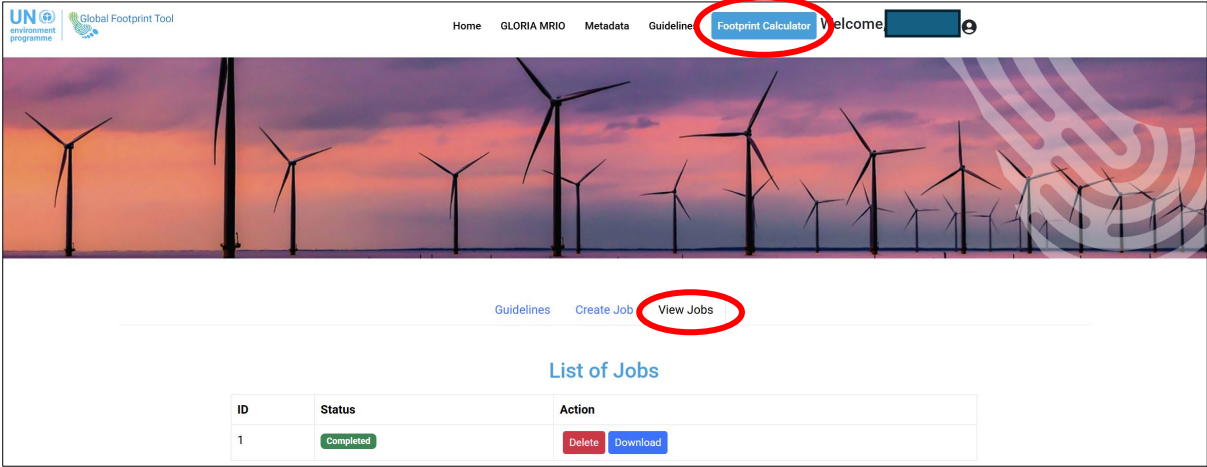
Complete the “Config” sheet by entering the country name abbreviation according to the country name table in the Intro sheet of the template.

Step 4: Save the completed template on your device, then return to the Create Jobs tab of the Tool.

Step 5: Upload the completed template by clicking the light grey **Choose File** button in the lower left corner of the screen, then choosing the completed template from your device. After selecting the file, click the green **Upload** button in the lower left corner of the screen. It may take a few seconds for you to receive confirmation that the file has been uploaded. You can view the status of the job for the uploaded file in the View Jobs tab.

4. View calculation status and download results

To monitor the status of calculations and download results, use the **View Jobs** tab in your user workspace.



The screenshot shows the Global Footprint Tool interface. At the top, there is a navigation bar with links: Home, GLORIA MRIO, Metadata, Guideline, and Footprint Calculator (which is circled in red). A 'Welcome' message is visible next to a user profile icon. Below the navigation bar is a large banner image of wind turbines. Underneath the banner, there are three tabs: Guidelines, Create Job, and View Jobs (which is circled in red). Below the tabs, the 'List of Jobs' section is displayed. It contains a table with the following data:

ID	Status	Action
1	Completed	Delete Download

In the List of Jobs, you will see for each job:

- **Job ID** – a unique identifier;
- **Status** – a description of the processing phase:
 - **Waiting** – is reflecting the Global Footprint Tool’s preparatory process to begin the calculation after uploading your national data;
 - **Running** – is reflecting the process during which the Global Footprint Tool is actively performing the calculation using your national data and GLORIA MRIO;

- **Completed** – a message indicating the successful completion of the calculation. You can now download the final results;
 - **Failed** – an error message during the calculation process. In this case, we recommend re-downloading the Excel input_template file, providing all the necessary information again, including completion of the “Config” sheet as recommended in the template, and then uploading it to the Footprint Tool Calculator. If the error persists, please contact us at unep-oos-sdgs@un.org.
- **Actions** – offer the following:
 - **Delete** – remove the job from the list;
 - **Download** – download the calculated data as a ZIP file.

Note: The ZIP archive will contain a completed Excel template with your national data, as well as other results categorised to the main sheet.

For example, if you completed the Mat and Land sheets, then the ZIP archive would contain three downloaded files: the file you uploaded, as well as two new files, Mat_results and Land_results.

5. Metadata

The Metadata tab provides detailed information on five footprint categories: [Carbon Footprint](#), [Energy Footprint](#), [Land Use Footprint](#), [Material Footprint](#), and [Water Consumption Footprint](#). This helps users understand the indicators and methodologies used.

