



## **Workshop: DiatomBase**

**20-22 March 2017 - Prague**

### ***Background:***

Pat will provide a short intro on how DiatomBase was initiated and how it links with ongoing initiatives.

### ***Outcomes:***

The priorities for the DiatomBase project will be defined (short-term, mid-term & long-term).

The different roles and responsibilities will be discussed, including the identification of responsible persons for each of these topics. In addition, a timeline will be set up, to help move things forward.

All participants will learn how to use the online editing interface and make progress in editing their taxon of responsibility. During the focused hands-on editing sessions, help will be provided to ensure the priorities are tackled and that all editors know how to add and change information to DiatomBase.

### ***Venue:***

Kaiserštejnský Palác - <http://kaiserstejnsky-palac.cz/en/contact.html>

10 - 15 min walk from the hotel - just across the Charles bridge

### ***Confirmed participants:***

Patrick Kociolek, Koen Sabbe, Maxim Kulikovskiy, Jonathan Taylor, Wolf-Henning Kusber, Luc Ector, Bart Van de Vijver, Karthick Balasubramanian, Andrzej Witkowski, Liu Yan, Marina Potapova, David Williams, Silvia Sala, Jakub Witkowski, Thelma Ludwig, Carlos Wetzel, Leen Vandepitte, Wim Decock, Bart Vanhoorne.

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| <b>Monday 20 March 2017 (day 1)</b> |
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### ***8h30:***

- Welcome [Pat Kociolek]
- Practical information

- Round table [all]
- History, background, status and future of the Catalogue of Diatom Names as DiatomBase [Pat]
- General introduction to VLIZ, Aphia & WoRMS [Leen Vandepitte]

**10h30: coffee / tea break (30')**

**11h:**

- General introduction to VLIZ, Aphia & WoRMS (continued) [Leen Vandepitte]
- WoRMS online editing [Leen Vandepitte]
  - o How to edit online
  - o Overview of existing tools & functionalities
  - o Alternatives to online editing, through Excel templates
  - o Priorities: giving examples on how to deal with each priority type

**12h30: sandwich lunch (1h)**

**13h30:**

- WoRMS online editing (continued) [Leen Vandepitte]
- Priorities & responsibilities for DiatomBase, including examples

**15h: coffee / tea break (30')**

**15h30:**

- Priorities & responsibilities for DiatomBase (continued)
- Hands-on online data editing [all]

**17h: end of day 1**

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| <b>Tuesday 21 March 2017 (day 2)</b> |
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**8h30:**

- Restatement of outcomes of day 1
- Priorities for entry & consistency in editing – the online editing manual
- Hands-on online data editing (continued) [all]

**10h30: coffee / tea break (30')**

**11h:**

- WoRMS online editing (continued)
- Hands-on online data editing [all]

**12h30: sandwich lunch**

**13h30:**

- Hands-on online data editing [all, continued]

**15h: coffee / tea break (30')**

**15h30:**

- Possibilities for DiatomBase
  - o Brainstorming
  - o Evaluation
  - o Fundraising opportunities

**17h: end of day 2**

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| <b>Wednesday 22 March 2017 (day 3)</b> |
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**8h30:**

- Restatement of outcomes of day 2
- Hands-on online data editing [all, continued]

**10h30: coffee / tea break (30')**

**11h:**

- Moving forward
- Sum up tasks, duties & responsibilities
- Short-term, mid-term & future prospects for DiatomBase

**12h30: end of workshop**

A guided tour of Prague will be offered after lunch

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**Some important practical information for the hands-on online data entry**

- Bring your own laptop
- Bring recent or not so recent publications (e.g. a revision or an excel file of associated data) to the workshop which contain information to be entered to DiatomBase.  
*E.g. This can include a list of new (and/or old) taxa and may include information on synonymy, type material, distributions, diagnoses that can be added to the database. Training will be provided in how to carry out additions of new information and editing/updating of problematic data.*