

- 1. Welcome to the Global Charcoal Database (GCD). In order to contribute data, you need to have an user account. To create an account and upload data please navigate to: https://www.paleofire.org/index.php
- 2. Log In: Click on the Log-In Tab



Welcome to the Global Charcoal Database

The aim of the Global Charcoal Database (GCD) is to provide the scientific community with a global paleofire dataset for research and archiving sedimentary records of fire. The GCD is managed by the Global Paleofire Working Group – GPWG.

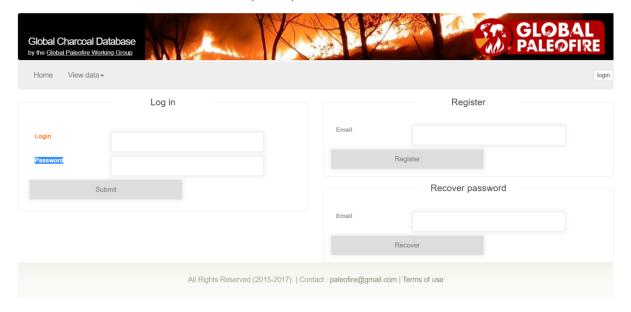
The GCD is funded and support by: the PAGES initiative and the project OREAS by Région Franche-Comté in France via the Chrono-environnement laboratory.

The science emerging from the GPWG is mainly:

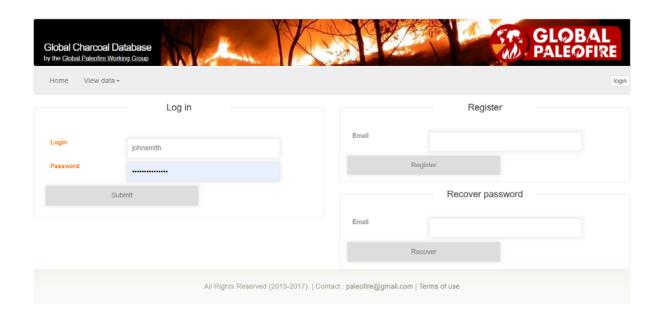
- the creation of a **public-access database** and an international research community with multiple-authored papers describing observed spatiotemporal changes in fire at global and regional scales (e.g. time series and maps).
- Global and regional syntheses which enable the examination of broad-scale patterns in paleofire activity, creating a framework for exploring the linkages among fire, Human, climate and vegetation at centennial-to-multi-millennial time scales and allowing for evaluation of fire model simulations at regional to global scales.



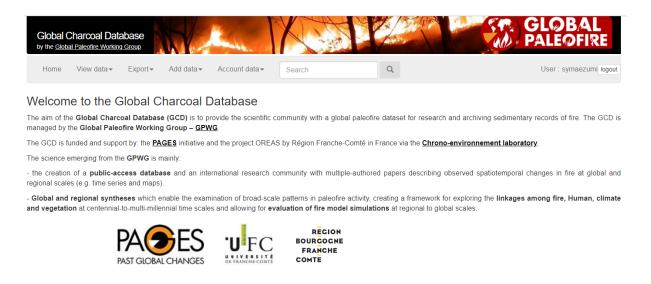
3. Register for a new account: (an email confirmation will be sent automatically). If you do not receive in email, check your Spam folder.



4. **Log In:** Once you have created an account, return to the log-in page and enter your account information. Click Log-In.



5. Adding Information: Once you have logged in you will be able to edit your personal information, download data, and upload new charcoal records to the database.

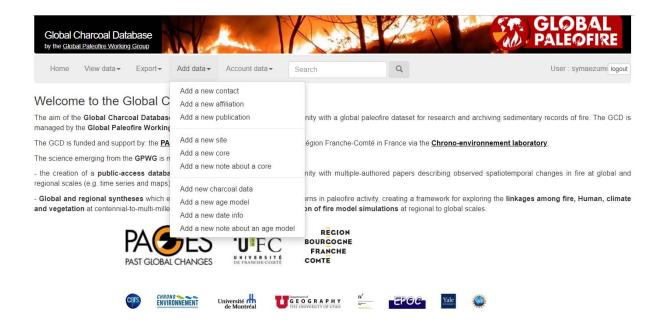


GEOGRAPHY

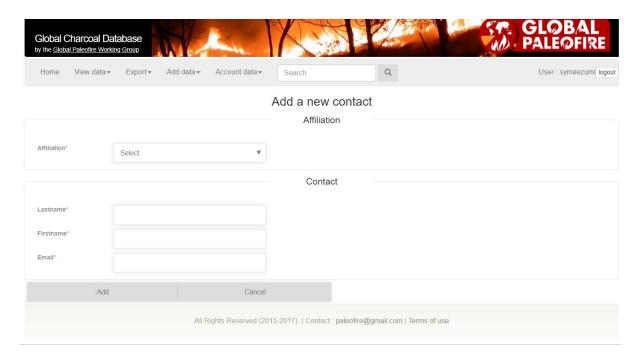
ENVIRONNEMENT

Université de Montréal

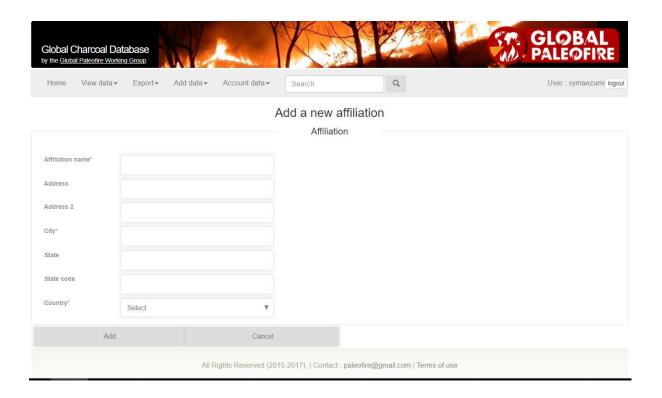
6. Add Data: In order to add new data you must first create the background information for the record including author, affiliation, publication, and site information. Note: You will not be able to upload new data until these fields are complete.



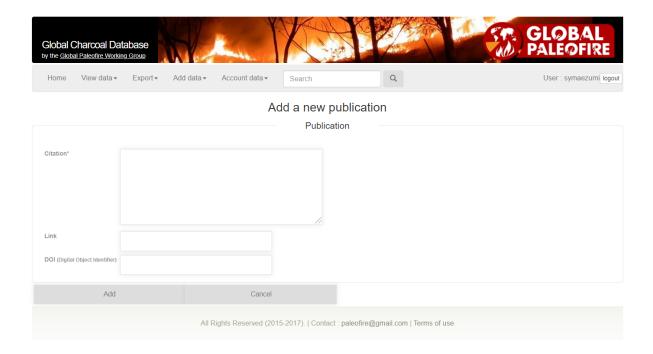
7. New Contact: Enter your affiliation, information, and email in the drop-down menus provided. **Note:** We will only contact you about GCD related issues. Click **Add.**



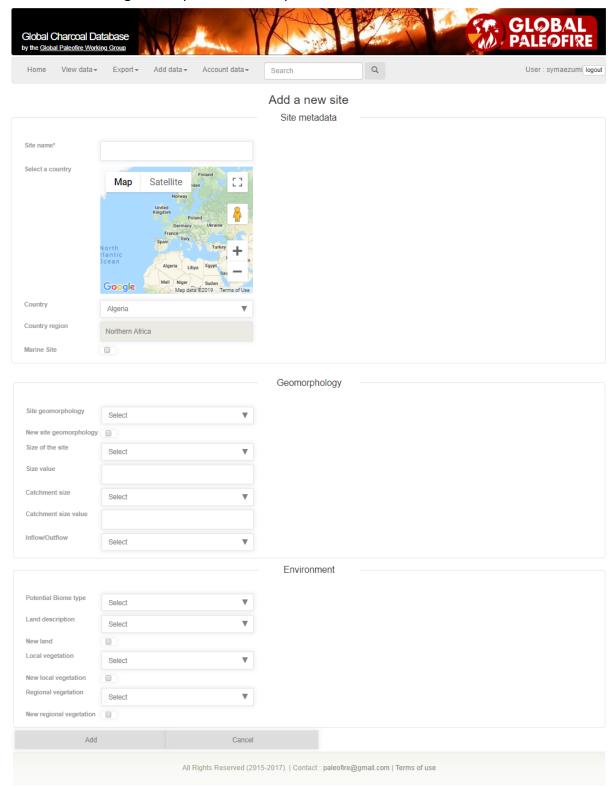
8. New Affiliation: If you affiliation is not listed in the drop-down menu, it can be added in the new affiliation tab located in the Add data drop-down menu. Click **Add.**



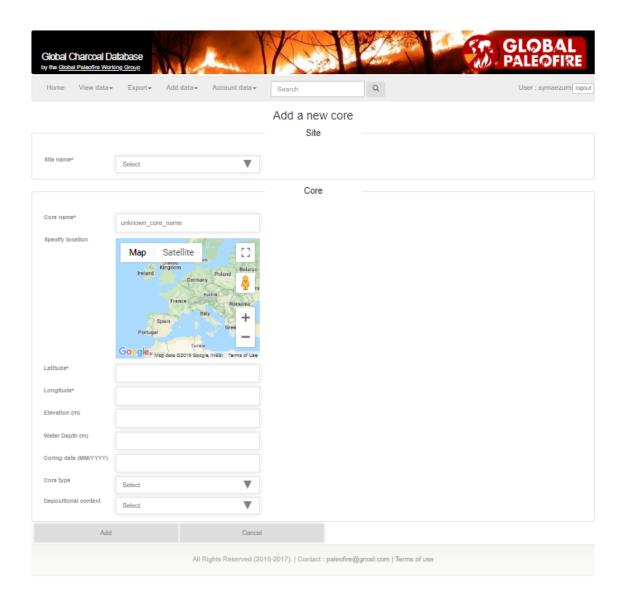
9. **Add Publication:** You can add the publication information associated with the record. You can either fill in the information manually or simply copy and paste the DOI and it will automatically generate the publication information. Click **Add.**



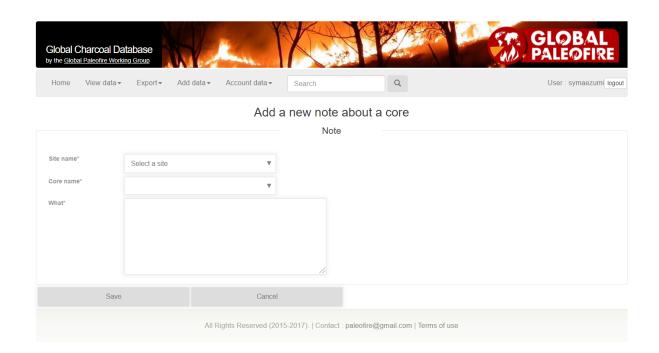
10. Add a new site: Enter the site name. To add the site location you can use the interactive map. Clicking on the desired location will automatically country and regional information. You can use the tick box to identify if it is a Marine site. You can also add additional information about the Geomorphology and Environment of the site using the drop-down menus provided. Click Add.



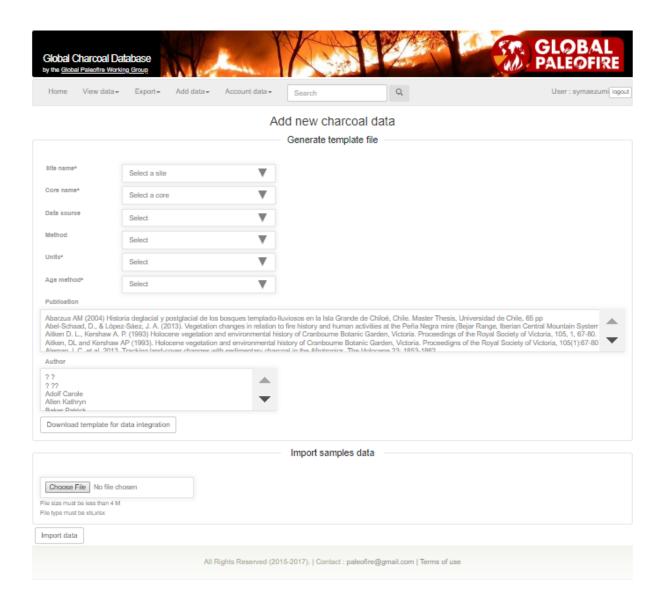
11. Add a new core: Using the drop-down menu select the new site. The map will automatically navigate you to the site location region. You can use the Zoom in (+) and out (-) buttons on the map to find your site location. By clicking on the map Latitude and Longitude data will automatically be generated. Additional core information can be added in the boxes provided. Click **Add. Note:** Multiple cores can be added per site by repeating this step.



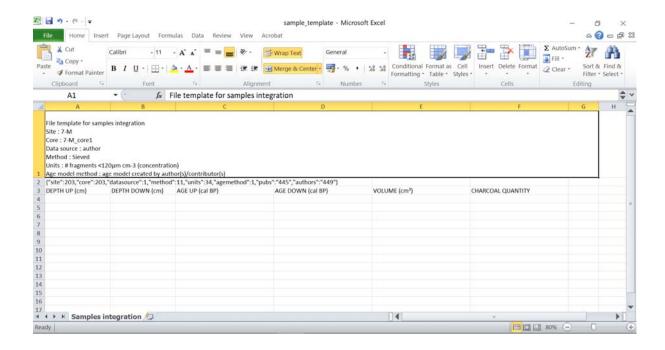
12. Add a new note about the core: You can add any additional information about the core record using the drop-down menus and text box provided. Click **Add.**



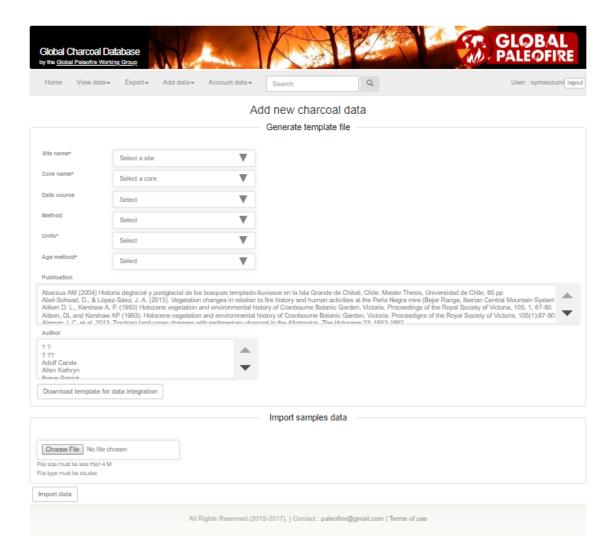
13. Add new Charcoal Data: Once you have completing the metadata information in the steps above you will be able to upload new charcoal data using the drop-down menus. Using the scrolling arrows on the right you can select the publication and author information associated with your charcoal data. **Note:** A GCD charcoal template is provided. Click on the **Download template for data integration tab**.



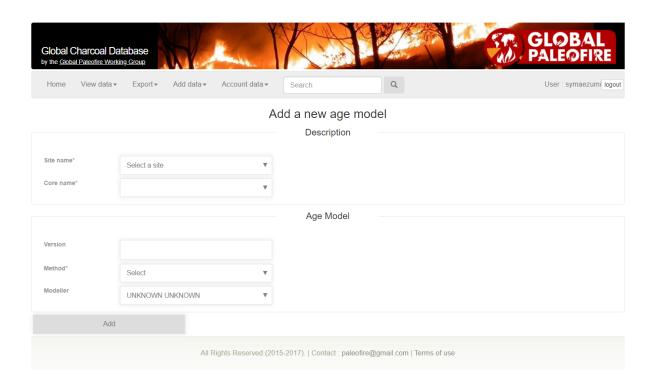
- **14. GCD Template in Excel:** The site name and core information will be automatically generated in the Excel Template. To facilitate database integration: please do not edit row 1 to 3.
 - **a.** You can copy and paste data directly into the excel file starting in row 4. **Note:** Make sure to save this completed file locally to your computer.



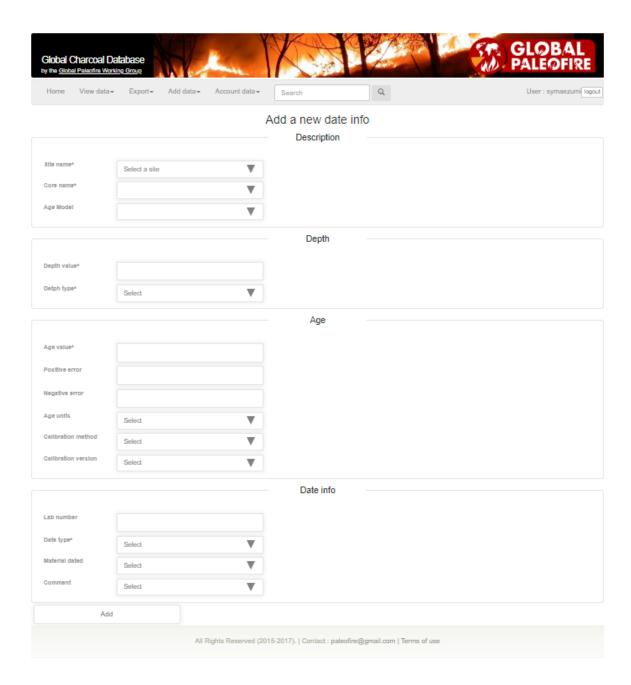
15. Upload new charcoal data: Once you have completed and saved your Excel file, it can be uploaded to the charcoal database. Return to the Add new charcoal data webpage and click **Choose File.** Navigate to the excel file you just saved and click **Import Data.**



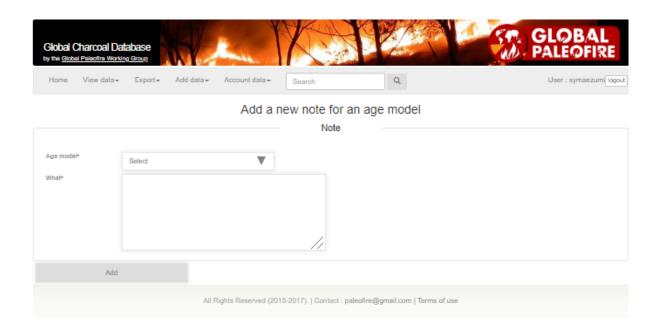
16. Add new age model: Age model information can be added using the drop-down menu tabs provided.



17. Add new Date info: Additional Age-Depth model information can be added using the drop-down tabs and text boxes provided.



18. Add new note for age model: If additional age-model information is needed you can use the dropdown menu and text box provided.



Thank you for your contribution to the Global Charcoal Database! For further questions please contact: paleofire@gmail.com