Approval Workflow

The document explains the approval workflow implemented in OntoBrowser for peer reviewing ontology terms, synonyms and relationships created within the system.
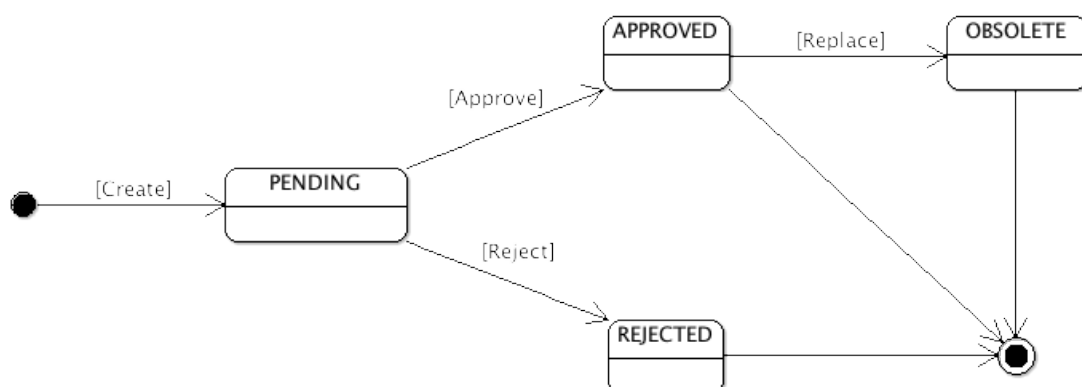
Curator Roles

A curator represents a user responsible for maintaining ontology data within OntoBrowser. There are two (superseding) curator roles:

- **Data Entry** – all curators will be able to perform data entry with respect to terms, relationships and synonyms. The data entry operations can be summarized as follows:
    - Create a new ontology term
    - Create a new relationship between two ontology terms
    - Create a new synonym (note: a vocabulary mapping is a type of synonym)

- **Approver** – a restricted subgroup of curators will be responsible for:
    - Approving (or rejecting) pending terms
    - Approving (or rejecting) pending relationships
    - Approving (or rejecting) pending synonyms
    - Obsoleting/Replacing previously approved terms

States and Transitions

The UML state diagram below depicts the states and transitions for a term, relationship or synonym in OntoBrowser:

Approval (or Rejection)

In order for an item to transition from the PENDING to APPROVED (or REJECTED) state (see diagram above), it must be approved (or rejected) by one or more curators. The number of curators required depends on the approval weight assigned to each curator.

During registration each curator is assigned three approval weights (for approving terms, relationships and synonyms). A curator's approval weight is a real number between zero and one (inclusive) i.e. $0 <= $ approval weight $ <= 1$.

An entry is considered approved when the sum of the approval weights is equal to (or greater than) one. For example, if Bob and Jane both have an approval weight of 0.5 then both Bob and Jane would need to approve an item in order for it to transition from PENDING to APPROVED.

Note: A curator can only approve (or reject) an item once

Curator Email Alerts

Curators can optionally receive email alerts. The following emails alerts are sent from OntoBrowser:

- Weekly email listing all controlled vocabulary terms that have not yet been mapped to an ontology term. This email will be send to all curators.
- Weekly email listing all PENDING items requiring approval. This email will be only be sent to a subgroup of curators that have approval privileges.