

This tutorial explains how to edit existing datasets on the vamps2 website.

Assuming you have appropriate permissions, log in to vamps2 (<http://vamps2.mbl.edu>) with your user name and password to edit your project metadata. The site provides access to project profiles that include links to metadata, abstracts and full project proposals for all Deep Life Amplicon projects.

Follow the instructions below (I. Editing Metadata forms) to edit your metadata. Make sure to click 'submit' when you are done.

Please note that after submitting your edits, the system generates a temporary file that only you can recall for additional modifications by reloading the temporary file. No changes will enter the VAMPS2 database until the MBL data administrator converts the temporary file into vamps2 database entries. If two people edit the same metadata, the administrator will resolve any potential conflicts. Caution – If you re-initiate a metadata editing session using the “?” adjacent to project names, it will load data that currently resides in the vamps2 database. To reload a version of the temporary file, please see instructions under section *II - Editing previously submitted versions*.

I. Editing Metadata forms

1) Login to vamps2.mbl.edu

The screenshot shows the VAMPS2 website interface. At the top, there is a navigation bar with links: VAMPS Home, Overview, Data Selection, Your Data, Search, Contact Us, and Links. A red arrow points to the 'Data Selection' link. Below the navigation bar is a large banner with the VAMPS logo and the text 'Visualization and Analysis of Microbial Population Structures'. Below the banner, there is a section titled 'VAMPS:' with a description of the tool and its features. Below this section, there is a 'Login' form with fields for 'Username' and 'Password', and a 'Log In' button. Below the login form, there is a section for 'Guest Account' with a 'Need an account? Signup' link and an 'Account help? email: vamps@mbl.edu' link. At the bottom of the page, there is a footer with text about the project's funding and contact information.

2) Open 'Data Selection'



- Use the “Portal” filter to select CoDL projects and that will limit display of projects to DCO projects. If you know your project name, you can choose a project by starting to type the project name in ‘by Substring’ Filter.

The screenshot shows the VAMPS Sample (Dataset) Selection interface. At the top, there's a navigation bar with links like VAMPS Home, Overview, Data Selection, Your Data, Search, Contact Us, Admin, and Links. Below this is a blue header for 'Sample (Dataset) Selection'. The main area is divided into three sections:

- Filter Projects:** Includes filters for 'by Substring', 'by ENV Source', 'by Domain/Target', and 'by Portal'. The 'by Portal' dropdown is open, showing a list of projects including '(CODL) Census of Deep Life', which is highlighted with a red arrow.
- Select Datasets Below:** A list of datasets with checkboxes and project names. The first few are AB_HGB1_Bv6v4, AB_HGB_Bv6v4, AB_HGB_Ev9, AB_PRI_Bv6v4, AB_PRI_Ev9, AB_SAND_Bv6, ACTA_ENDO_Bv5v6, and AD_ZMFP_Bv4v5.
- Right Sidebar:** Contains buttons for 'Visualizations', 'Download Data', 'Oligotyping', 'OTU Creation (in Development)', and 'Pre-Compiled OTUs (in Development)'. It also includes instructions on how to use the interface.

At the bottom, there's a footer with information about the VAMPS project and its funding sources.

- Click on a question mark on the right side of your project name

The screenshot shows a list of datasets with checkboxes and project names. The first few are DCO_BKR_Av4v5, DCO_BKR_Bv4v5, DCO_BOM_Av6, DCO_BOM_Bv6, and DCO_BPC_Bv6. A red arrow points to the question mark icon next to the project name 'DCO_BKR_Bv4v5'.

The project profile page provides links in the lower right hand corner to the project proposal which may help in making decisions about data entry


- 5) Open “Options / Edit Metadata” to load the metadata editing page.

This is DCLP Software

VAMPS Home Overview **Data Selection** Your Data Search Contact Us Admin Links ▾

Project Profile

DCO_BKR_Bv4v5
Member of: [Census of Deep Life Portal](#)



Project Datasets Metadata **Options ▾**

Project Name: DCO_BKR_Bv4v5

Project Id: 110

Title: DCO_BKR_Bv4v5

Description: DCO_BKR_Bv4v5

Status: Public

Primary Investigator: Brandi Reese (brandi.reese@tamucc.edu)

Institution: Texas A&M-Corpus Christi

Date (processed or uploaded):

Project Sequence Count: 1398106

Number of samples (datasets): 9

Abstract: [DCO_BKR_CoDL_Reese_14_03.pdf](#)

Options ▾

- Open in Dataset Selection
- Create Fasta File
- Create Metadata File (Samples as columns)
- Create Metadata File (Samples as rows)
- Edit Metadata**

The VAMPS project was made possible by grants from the Alfred P. Sloan Foundation, the National Science Foundation, and the NASA Astrobiology Institute to Mitchell Sogin, David Mark Welch, and Susan Huse. VAMPS. Unless otherwise stated, all material ©2014 Ray Paul Center, NRC, Contact Us

- 6) **Edit metadata fields in the header, and under “User supplied metadata”. Fill in/correct as many fields as possible.**

Fields in this example image indicated by red arrows can be changed/edited. MBL supplied fields cannot be changed in the metadata sheet. Yellow parameters are required for all samples whenever possible. Only one of ‘Country’ and ‘Longhurst Zone’ is required.

General sample description

Title of Project: ←

VAMPS project name (MBL Supplied)

PI Name: ←

PI's email address: ←

CoDL project abstract:

References for selected manuscripts published that describe the location: ←

Table of metadata parameters

DNA region	MBL Supplied	v4v5	v4v5
Sequencing method	MBL Supplied		
Forward PCR Primer	MBL Supplied	CCAGCAGCCGCGGTAA,CCAGCAGCTGCGGTAA	CCAGCAGCCGCGGTAA,CCAGCAGCTGCGGTAA
Reverse PCR Primer	MBL Supplied	ACT[CT]AAA.GAATTGACGG,ACTCAAAGAATTGAC...	ACT[CT]AAA.GAATTGACGG,ACTCAAAGAATTGAC
Index sequence (for Illumina)	MBL Supplied	TGACCA	TGACCA
Adapter sequence	MBL Supplied	NNNNACTGC	NNNNGACAG
Sequencing run date	MBL Supplied	20141024	20141024
User supplied metadata			
Environmental Package Copy 1st	User supplied	<input type="text" value="sediment"/> ←	<input type="text" value="sediment"/>
Sample ID (user sample name)	User supplied	<input type="text" value="AarDriIFluid59ENC"/> ←	<input type="text" value="Knex60B10H2"/>

- 6.a) To scroll down and right through the big table with metadata use scroll bars on the sides of the page. You still can use the regular scroll bars to move around the whole page.

The screenshot shows the VAMPS Data Selection interface. At the top, there's a navigation bar with links like 'VAMPS Home', 'Overview', 'Data Selection', 'Your Data', 'Search', 'Contact Us', 'Admin', and 'Links'. Below this, a search bar contains 'DCC_3981_GaCL_Russia_14_C3.pdf'. A section titled 'References for selected manuscripts published that describe the location' is visible. The main part of the page is a 'Table of metadata parameters'. This table has multiple columns and rows, with a vertical scroll bar on the right side. Red arrows indicate the scroll bars on the right and bottom of the table area.

Parameter			
General			
VAMPS dataset name	MBL Supplied	Ar_391Rud_39E_NC	Knox_60B_10H2
Country	MBL Supplied		
Longitude Zone	MBL Supplied	NEOS	NEOS
MBL generated laboratory metadata			
Domain	MBL Supplied	Bacteria	Bacteria
Target gene name	MBL Supplied	fts	fts
DNA region	MBL Supplied	v45	v45
Sequencing method	MBL Supplied		
Forward PCR Primer	MBL Supplied	CCAGGAGCCGCGGTA,CCAGGAGCTGCGTAA	CCAGGAGCCGCGGTA,CCAGGAGCTGCGGTA,CCAGGAGCTGCGGTA
Reverse PCR Primer	MBL Supplied	ACTCTTAAAGATTGACGG,ACTCAAAAGATTGAC...	ACTCTTAAAGATTGACGG,ACTCAAAAGATTGAC...
Index sequence (for Illumina)	MBL Supplied	TGACCA	TGACCA

- 6.b) Long text will open when you hover over it with your mouse.

Reverse PCR Primer	MBL Supplied	ACTCTTAAAGATTGACGG,ACTCAAAAGATTGAC...
Reverse PCR Primer	MBL Supplied	ACTCTTAAAGATTGACGG,ACTCAAAAGATTGACGG,ACTCAAAAGATTGACGG

- 6.c) Hovering over a parameter name shows its units if there are any. Units also are shown in empty cells. When you start scrolling the sample (dataset) names will appear on the top.

The screenshot shows the VAMPS Data Selection interface. At the top, there's a navigation bar with links like 'VAMPS Home', 'Overview', 'Data Selection', 'Your Data', 'Search', 'Contact Us', 'Admin', and 'Links'. Below this, a search bar contains 'KA2198A_Prov_1'. A section titled 'References for selected manuscripts published that describe the location' is visible. The main part of the page is a table with multiple columns and rows. Red arrows indicate the scroll bars on the right and bottom of the table area.

VAMPS dataset name		KA2198A_Prov_1	KA3110A_2
Environmental Material - Primary Copy 1st	User supplied	water	water
Environmental Material - Secondary Copy 1st	User supplied	groundwater	groundwater
Enter depth values in one or more categories			
Depth below seafloor	User supplied	mbsf	mbsf
Depth below terrestrial surface	User supplied	297.0	413.68
Water column depth	User supplied	meter	meter

7) Edit fields below the “User supplied metadata”.

Table of metadata parameters				
Parameter Name	Input Type	Value 1	Value 2	Value 3
User supplied metadata				
Environmental Package <small>Copy 1st</small>	User supplied	sediment	sediment	sediment
Sample ID (user sample name)	User supplied	AerDrillFluid59ENC	Knox60B10H2	Knox63E6H2
Investigation Type <small>Copy 1st</small>	User supplied	Please choose one	Please choose one	Please choose one
Sample Type <small>Copy 1st</small>	User supplied	Please choose one	Please choose one	Please choose one
Sample collection date	User supplied	2013-10-01	2013-10-01	2013-10-01
Latitude (±90°)	User supplied	55.004821	56.620161	56.622326
Longitude (±180°)	User supplied	10.108177	11.670677	16.254166
Environmental Biome - Primary <small>Copy 1st</small>	User supplied	marine biome	marine biome	marine biome
Environmental Biome - Secondary <small>Copy 1st</small>	User supplied	none	none	none
Environmental Feature - Primary <small>Copy 1st</small>	User supplied	borehole	borehole	borehole
Environmental Feature - Secondary <small>Copy 1st</small>	User supplied	none	none	none
Environmental Material - Primary <small>Copy 1st</small>	User supplied	sediment	sediment	sediment

- Custom data fields can be created here. Please be aware that creating custom fields means that your data can not be compared with other data, and will be of less benefit to the greater community.
- For IODP core sample identifier syntax, see ODP Publication Explanatory Notes.
- If creating multiples of the same custom field, please use a numeral as part of the name, example FISH probe1, FISH probe2, FISH probe3, etc.
- Please check the field name and units before submitting. It cannot be changed or removed after.

Add Row Remove Row

Submit

- 7.a) “Copy 1st” button will copy the first column value to all columns in the row. It will overwrite existing data in those cells.

Environmental Biome - Primary	Copy 1st	User supplied
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- 7.b) When you choose Primary environmental parameter the dropdown menu of the Secondary one will change accordingly.

Environmental Biome - Primary	Copy 1st	User supplied	marine biome
Environmental Biome - Secondary	Copy 1st	User supplied	none
Environmental Feature - Primary	Copy 1st	User supplied	
Environmental Feature - Secondary	Copy 1st	User supplied	
Environmental Material - Primary	Copy 1st	User supplied	

- Custom data fields can be created here. Please be aware that custom data fields are not part of the IODP data release.
- For IODP core sample identifier syntax, see ODP Public Data User Guide.
- If creating multiples of the same custom field, please use a unique identifier.
- Please check the field name and units before submitting.

Add Row Remove Row

Environmental Biome - Primary	Copy 1st	User supplied	terrestrial biome
Environmental Biome - Secondary	Copy 1st	User supplied	none
Environmental Feature - Primary	Copy 1st	User supplied	
Environmental Feature - Secondary	Copy 1st	User supplied	
Environmental Material - Primary	Copy 1st	User supplied	

- Custom data fields can be created here. Please be aware that custom data fields are not part of the IODP data release.
- For IODP core sample identifier syntax, see ODP Public Data User Guide.
- If creating multiples of the same custom field, please use a unique identifier.
- Please check the field name and units before submitting.

Add Row Remove Row

Submit

- 7.c) You can add another custom field with units. Before the form is submitted you can remove the new row.

Environmental Biome - Primary	Copy 1st	User supplied	marine biome
Environmental Biome - Secondary	Copy 1st	User supplied	none
Environmental Feature - Primary	Copy 1st	User supplied	borehole
Environmental Feature - Secondary	Copy 1st	User supplied	none
Environmental Material - Primary	Copy 1st	User supplied	sediment

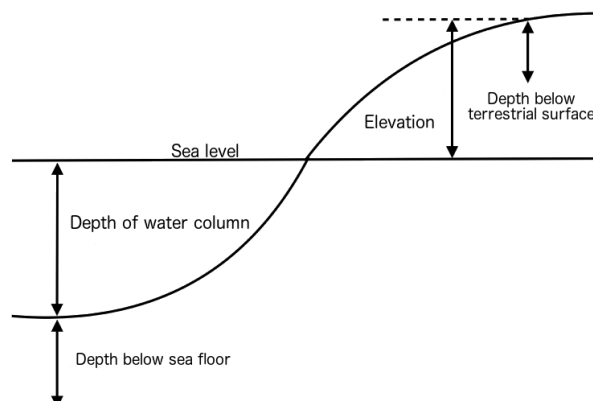
• Custom data fields can be created here. Please be aware that creating custom fields means that your data can not be compared with other data, and will be of less benefit to the greater community.
 • For IODP core sample identifier syntax, see ODP Publication Explanatory Notes.
 • If creating multiples of the same custom field, please use a numeral as part of the name, example FISH probe1, FISH probe2, FISH probe3, etc.
 • Please check the field name and units before submitting, it cannot be changed or removed after.

enzyme activities				
User-added				
Column Name	Units			

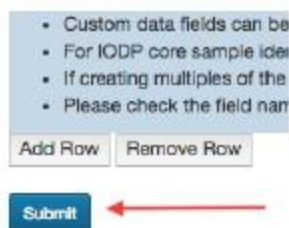
• Custom data fields can be created here. Please be aware that creating custom fields means that your data can not be compared with other data, and will be of less benefit to the greater community.
 • For IODP core sample identifier syntax, see ODP Publication Explanatory Notes.
 • If creating multiples of the same custom field, please use a numeral as part of the name, example FISH probe1, FISH probe2, FISH probe3, etc.
 • Please check the field name and units before submitting, it cannot be changed or removed after.

- 7.c.1. Please be aware that creating custom fields means that your data can not be compared with other data, and will be of less benefit to the greater community.
- 7.c.2. Please check the field name and units before submitting, it cannot be changed or removed after.
- 7.c.3. If creating multiples of the same custom field, please use a numeral as part of the name, example FISH probe1, FISH probe2, FISH probe3, etc.

- 7.d) This diagram explains different depth values.



- 8) After you have finished editing or if you just want to save an intermediate result click “Submit” at the bottom of the form.

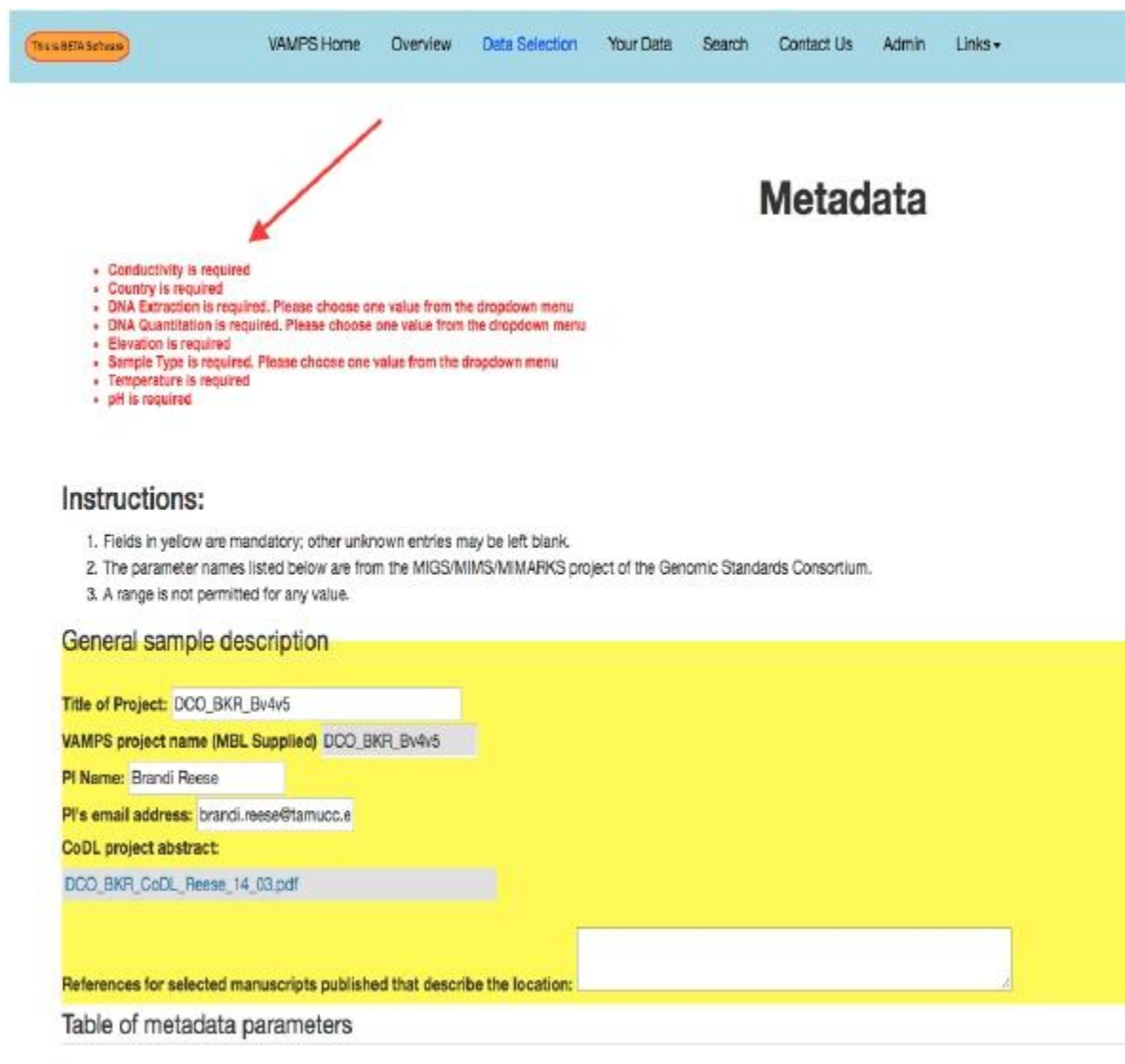


- Custom data fields can be
- For IODP core sample ide
- If creating multiples of the
- Please check the field nam

Add Row Remove Row

Submit

- 9) After submitting the form, values will be validated and there could be error messages on top of the page.



This is BETA Software

VAMPS Home Overview Data Selection Your Data Search Contact Us Admin Links

Metadata

- Conductivity is required
- Country is required
- DNA Extraction is required. Please choose one value from the dropdown menu
- DNA Quantitation is required. Please choose one value from the dropdown menu
- Elevation is required
- Sample Type is required. Please choose one value from the dropdown menu
- Temperature is required
- pH is required

Instructions:

1. Fields in yellow are mandatory; other unknown entries may be left blank.
2. The parameter names listed below are from the MIGS/MIMS/MIMARKS project of the Genomic Standards Consortium.
3. A range is not permitted for any value.

General sample description

Title of Project: DCO_BKR_Bv4v5

VAMPS project name (MBL Supplied) DCO_BKR_Bv4v5

PI Name: Brandi Reese

PI's email address: brandi.reese@tamucc.edu

CoDL project abstract:

DCO_BKR_CoDL_Reese_14_03.pdf

References for selected manuscripts published that describe the location:

Table of metadata parameters

YOU ARE DONE! THANK YOU FOR EDITING YOUR METADATA!

II. Editing previously submitted versions.

- 1) When you click “Submit” metadata from the form will be written in a CSV file. You can see these files under “Your Data / Update Metadata”

The screenshot displays the VAMPS Data Administration web interface. At the top, a navigation bar contains links for VAMPS Home, Overview, Data Selection, **Your Data** (indicated by a red arrow), Search, Contact Us, Admin, and Links. The main heading is "Data Administration". Below this, the interface is organized into a grid of functional blocks:

- Import Data:** Validate and upload sequence and metadata to the VAMPS database for viewing in the community visualization pages.
- Export Data:** Choose data from public projects and others you may have access to. Export sequences or metadata. Also filter the selected data using metadata or taxonomy.
- File Retrieval:** Links to a page of your files that are ready to be downloaded.
- Saved Datasets & Configurations:** List of your saved selections of VAMPS datasets. You can view the datasets, use them in the visualizations or delete the group. To create a new list go [here](#) to select the data then save them on the following [\(unit_selection\)](#) page.
- Your Projects:** Assign taxonomy. View or delete your uploaded project data.
- Your Oligotyping Runs:** Oligotyping Information
- Your OTUs:** OTUs You've created from VAMPS data.
- Load Image or Configuration File:** Re load an image or configuration from a previously saved file.
- Update Metadata:** Upload or edit metadata for your projects. (Indicated by a red arrow)

The VAMPS project was made possible by grants from the Alfred P. Sloan Foundation, the National Science Foundation, and the NASA Astrobiology Institute to Michael Segal, David Mark Welch, and Susan Huie. VAMPS is currently supported by NSF AIB 1262502 to David Mark Welch. Unless otherwise stated, all material ©2014 Bay Path Center, MBL. Contact Us

- 2) By clicking on a header you can sort columns by the name or its creation time.

WAFPS Home Overview Data Selection **Your Data** Search Contact Us Admin Links

AnnaSh (Name Used) Logout

Metadata Files List (click header to sort)

	File name	Creation Time	Compare	Edit	Delete
1	metadata-project_DCO_GAI_Bv3v5_AnnaSh_150036553477.csv	Jul 24 2017 18:48:13	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
2	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501095678738.csv	Jul 26 2017 15:01:18	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
3	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501180307503.csv	Jul 27 2017 14:31:47	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
4	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501186911275.csv	Jul 27 2017 16:21:51	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
5	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501186915803.csv	Jul 27 2017 16:21:55	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
6	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501186925638.csv	Jul 27 2017 16:22:05	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
7	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501186930321.csv	Jul 27 2017 16:22:10	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
8	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501186947144.csv	Jul 27 2017 16:22:27	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
9	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501186966805.csv	Jul 27 2017 16:22:46	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
10	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501187202079.csv	Jul 27 2017 16:26:42	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
11	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501271632451.csv	Jul 28 2017 15:53:52	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
12	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501271636882.csv	Jul 28 2017 15:53:56	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
13	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501694380361.csv	Aug 02 2017 13:18:40	<input type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server

Submit

The WAFPS project was made possible by grants from the Alfred P. Sloan Foundation, the National Science Foundation, and the NASA Astrophysics Institute to Mitchell Sogin, David Mark Veloso, and Susan Huse. WAFPS is currently supported by NSF ARI 102552 to David Mark Veloso, unless otherwise noted, at National 60314 Bay Paul Center, MBL, Contact Us

- 3) To edit one of the versions click Edit in the chosen line and then “Submit”. An editing page will reopen with the selected version of the metadata.

13	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501694380361.csv	Aug 02 2017 13:18:40	<input type="checkbox"/> Compare 2 files	<input checked="" type="radio"/>	delete from the server
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Submit

- 4) You can choose 2 files to compare 2 versions of your metadata editing.

12	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501271636882.csv	Jul 28 2017 15:53:56	<input checked="" type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server
13	metadata-project_DCO_GAI_Bv3v5_AnnaSh_1501694380361.csv	Aug 02 2017 13:18:40	<input checked="" type="checkbox"/> Compare 2 files	<input type="radio"/>	delete from the server

Submit

- 5) There is a “Reload Page” button on the top.



- 6) After all changes for this project metadata are done please send email using the Contact link at the top of any vamps2 page.

