Guidance Document for SCTLD DataOne Portal Deliverable

Questions? Please contact the SCTLD DataOne Curator: Nick Alcaraz, (Nicholas.Alcaraz@myfwc.com)

The SCTLD DataOne Portal is a publicly accessible and searchable inventory of existing Stony Coral Tissue Loss Disease (SCTLD) information related to research, surveillance, and intervention activities conducted for each susceptible coral and symbiont species in Florida.

To submit metadata, data and documents to the Portal, please sign in with DataOne on the SCTLD Portal page (https://sctld.dataone.org/data) using an Open Researcher and Contributor ID (ORCID) number and password. If you do not have an ORCID, you may create one here: https://orcid.org/

Before June final deliverables are submitted, the following information must be uploaded into the SCTLD DataOne Portal to fulfill agreement requirements. Task Reporting deliverables: You do not need to submit this document to DEP – simply include a DataOne URL and final confirmation email for deliverable review. Uploading your metadata should be a simple process of copying and pasting from your Scope of Work (SOW), Quality Assurance (QA) Plan, and Final Report if factored in during document development. If edits are made to any of these documents prior to finalization, please update on DataOne.

Once metadata has been submitted to the SCTLD DataOne Portal, please notify the SCTLD DataOne curator (Nick Alcaraz, Nicholas.Alcaraz@myfwc.com)

Below describes each Tab located on the portal and the relevant information to be uploaded:

METADATA FILES TO UPLOAD

- Location (http link) of all raw data files hosted in a permanent and online accessible location (NCBI / or similar database identifier if available).
- Raw data files that are not on a permanent server should be uploaded to the DataOne repository. For extremely large files (more than 1TB), such as 'omics data, use the scientific discipline specific data archive standard (NCBI, EMBL, or similar). Smaller derived datasets can be uploaded to DataOne.
- 508-compliant Final Report
- Any project associated with peer-reviewed journal articles (including the DOI and/or PDF if freely accessible).
- Any other files you believe would be useful to the wider community such as:
    - Example images of stony coral tissue loss disease and/or other coral diseases (i.e., photos of disease progression/regression)
    - Example images/diagrams of how treatments are applied
    - Shareable georeferenced raster data for surveillance, treatment, or restoration sites as (i.e., lat/long data, shapefiles, ArcGIS geodatabase)

- Table or list of all species studied in the project

OVERVIEW

- Project: A title for this dataset. Include the topic, geographic location, dates, and if applicable, the scale of the data. Write out all abbreviations.
- Abstract / Executive summary (500 words max):
- Keywords: Please refer to list below, or add any unique keywords. Note - All projects for the SCTLD DataOne portal should include these two keywords at minimum: SCTLD, coral disease
- Funding source - Florida Department of Environmental Protection and any supplemental funding associated with this project
- Publication date - metadata publication date
- Any alternative dataset identifiers - Florida Department of Environmental Protection Award Number, doi, etc

PEOPLE

- Principal Investigator(s) Name(s)
- Organization(s)
- Organization address(es)
- Email(s)
- ORCID #(s)

DATES

- Project start and end dates (YYYY-MM-DD or YYYY)

LOCATIONS

- **For Field experiments:** include lat and long of any sampling sites. This must be in degree decimal format and ideally should be in a table in the methods section of any report or publication, so that it is easy to find.
- **For lab-based studies or studies without discrete sampling sites**: a generic Florida descriptor can be used: -87.6347, 24.514909; -80.032576, 31.000809

TAXA

- **List of all species studied:** Ideally this should be included as a table in the methods section of any report or publication. There will be a drop-down menu in the Portal for adding species, so that this task is not so cumbersome.

METHODS & SAMPLING

The level of detailed required for this section of metadata should be dictated by the availability of detailed methods in documents that can be properly referenced or uploaded with the metadata record. If there is no detailed and published information detailing the methods, that information can be captured in the metadata.

- A list of stepwise procedures conducted (do not include information about sampling here).

EXAMPLE: Step 1: DNA extraction

Step 2: Sequencing

Step 3: Metagenome analysis

- Description of sampling area, sampling frequency, how sites were chosen, and how living organisms were sampled
- Description of sampling procedures as written as a methods section of a journal article.

LIST OF KEYWORDS

In order to ensure consistency across different projects, please copy and paste keywords from this list. If necessary, Keywords not included in this list can be added to the metadata record and the SCTLD DataOne curator (Nick Alcaraz can be notified nicholas.alcaraz@myfwc.com).

algae
bacteria
ballast water
bioindicators
bleaching
coral host
culturing
cyanobacteria
disease resistance
disease susceptibility
electron microscopy
endolythic community
endosymbiont
epidemiology
etiology
eukaryotes
eutrophication
field experiment
fluorescence
fungi
genomics
growth anomaly
histology
human impacts
immune system
immunity
interventions
Koch's postulates
laboratory experiment
metabolomics
metagenomics
metatranscriptomics
microbes
microbiome
microorganisms
monitoring
mucus
nitrogen
nutrients
omics
pathology
pH
phosphorus
pollution
population study
predation
prokaryote
propagation
proteomics
protist
rescue
salinity
sediment
single nucleotide polymorphism
skeleton
surrogate system
symbiont
symbiosome
temperature
tissue
tissue loss
toxin
transcriptomics
transmission
turbidity
vectors
virus
virus-like particle
water column