

# XX\_Guideline(INCEpTION)

## Example Annotation Project

### Project Name

Identify XXXX Concepts from Pathology Reports

### Purpose of the Project

Explain the main idea what and why need to identify / classify text information

### Background

Broader background of the whole research project

### Harvest Time Tracking

Project Name in Harvest: XXXX

### Location of notes

- Annotation Tool: INCEpTION (accessible through web browser)
- A copy of this annotation guideline can be accessed through the INCEpTION interface.

### Estimated Time for Annotation

- Training: 20~40 hours per annotator
- Annotation round: 2-10 minutes per document (50-200 notes per round)

### Contact Information

- **Principal Investigator:** Dr. X Y., X.Y@va.gov
- **Clinical Expert:** Dr. X Y., X.Y@va.gov
- **NLP Team:** X Y., X.Y@va.gov
- **Annotation Team:** X Y., X.Y@va.gov

### Overview

Explain the goal of annotation task specifically

### Task 1

#### Explain concepts:

1. Concept A
  - Definition:
  - Examples:
  -
2. Concept B
  - Definition:

- Examples:

## Explain attributes/modifiers:

## Explain document-level labels:

## Annotation Process

1. Highlight the entire phrase that indicates xxx diagnosis
2. Select the appropriate severity level from the "Evidenc\_type."
3. Select the "Temporality" of the evidence.
4. Select the document level label, following the logic workflow as.... See image below:

The screenshot displays the 'Document Metadata' section of the INCEPTION Annotation Tool. It is divided into two main sections: 'Asthma' and 'COPD'. Each section contains a 'Label' dropdown menu and a 'Comments' text area. The 'Asthma' section shows a list of labels: 'No\_Asthma' (ALT 0), 'Unspecified\_Asthma' (ALT 1), 'Mild\_Int\_Asthma' (ALT 3), 'Mild\_Per\_Asthma' (ALT 4), 'Mild\_Uns\_Asthma' (ALT 2), 'Moderate\_Asthma' (ALT 5), and 'Severe\_Asthma' (ALT 6). The 'Severe\_Asthma' label is currently selected. The 'COPD' section shows a list of labels: 'No\_COPD' (ALT 5), 'Unspecified\_COPD' (ALT 6), 'A\_COPD' (ALT A), 'B\_COPD' (ALT B), 'C\_COPD' (ALT C), 'D\_COPD' (ALT D), and 'E\_COPD' (ALT E). The 'No\_COPD' label is currently selected. A vertical scrollbar is visible on the right side of the form.

Label	ALT
No_Asthma	0
Unspecified_Asthma	1
Mild_Int_Asthma	3
Mild_Per_Asthma	4
Mild_Uns_Asthma	2
Moderate_Asthma	5
Severe_Asthma	6

Comments

Label	ALT
No_COPD	5
Unspecified_COPD	6
A_COPD	A
B_COPD	B
C_COPD	C
D_COPD	D
E_COPD	E

Comments

## Instructions for Making Annotations

### Using the INCEPTION Annotation Tool

1. Log in to [vhacdwdavdev04.vha.med.va.gov](https://vhacdwdavdev04.vha.med.va.gov) using remote desktop.

2. Use browser to navigate to `vhacdwdavdev01.vha.med.va.gov:8086`.
3. Log in to INCEpTION with your provided credentials.
4. Open the assigned project: XXXXX (each round will have a different name).
5. Select a document from the document list
6. For snippet-level annotation:
  - Select the relevant text span in the document
  - In the right panel, select the appropriate evidence type from the dropdown or use hotkeys.
  - For each evidence annotation, specify the temporality (Current, Historical, or Hypothetical)
7. For document-level annotation:
  - Look in the left panel for document-level classification options
  - Select the appropriate label for document categories
8. Once finishing annotating a note, tag the status button to mark the note as completed.

## **Appendix: Example Annotations**