

Workflow	Category	What to report	Your method	Your rationale
(A) Obtaining and processing occurrence data	metadata	(A1) source of occurrence data (A2) download date; version of data source (A3) basis of records (A4) spatial extent (A5) temporal range		
	processing	(A6-1) duplicate coordinates (A6-2) spatial/environmental outlier; error (A6-3) spatial/coordinate uncertainty (A7-1) sampling bias (A7-2) spatial autocorrelation		
(B) Obtaining and processing environmental data	metadata & processing	(B1) source (B2) download date; version of data source (B3) spatial resolution (B4) temporal range		
(C) Model calibration	data input	(C1) modeling domain (C2) number of background data (C3) sampling method for background data (C4) variable selection		
	algorithm	(C5) name (C6) version of algorithm and software (C7) parameterization		

(D) Model transfer and evaluation	evaluation	(D1) evaluation index (D2) threshold for evaluation index (D3) dataset used to evaluate models
	output	(D4) format/transformation (D5) threshold
	extrapolation	(D6) novelty of projected environments compared with training environments (D7) collinearity shift between training and projected environments (D8) extrapolation strategy
	metadata	(D9) source (D10) download date; version of data source (D11) spatial resolution (D12) temporal range