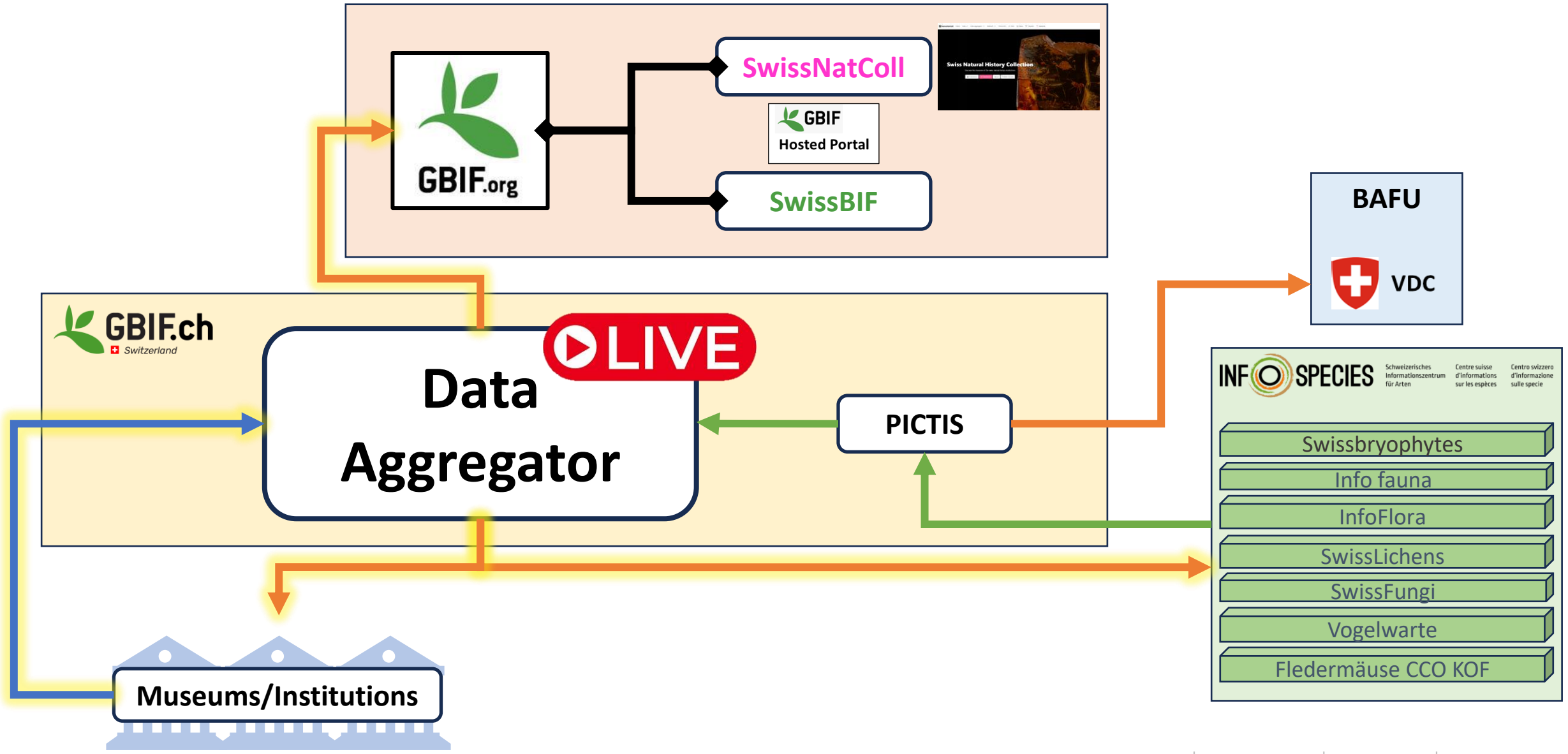
Data Aggregator – Tutorial Session 1 Lesson 1

Introduction

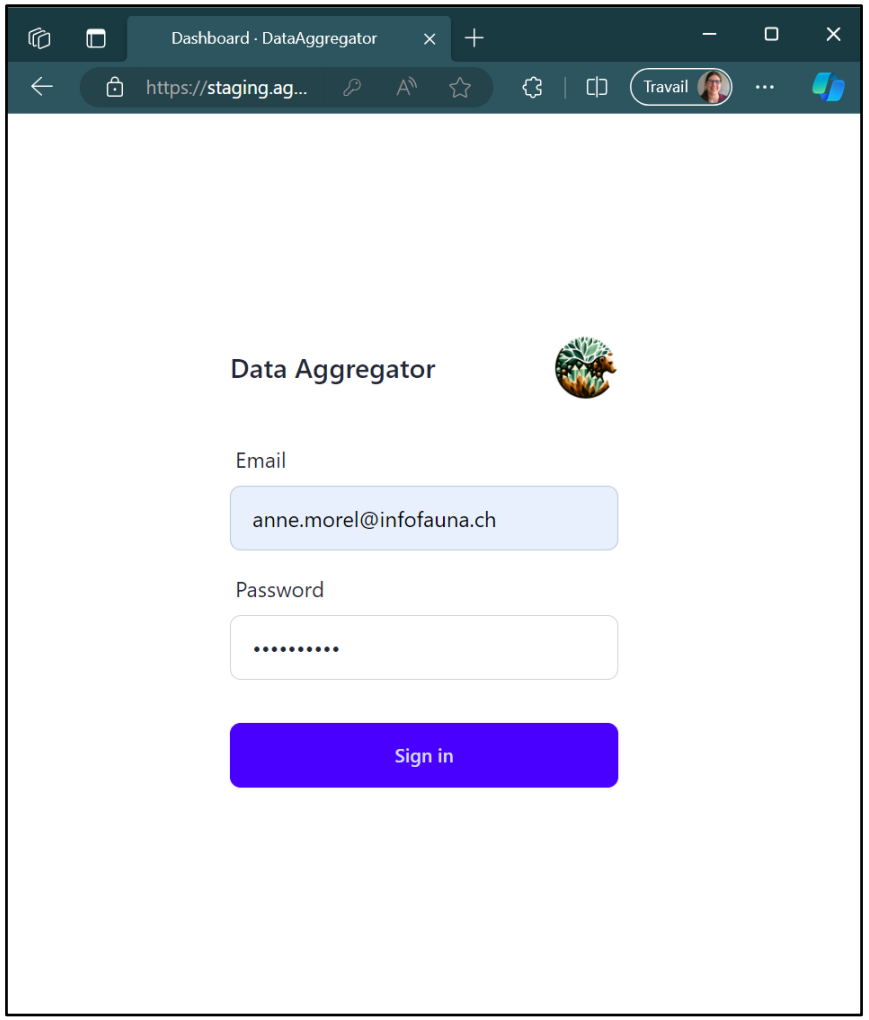
Log In

Data preparation

ZOOM sessions


GBIF.org
SwissNatColl
Swiss Natural History Collection
GBIF
Hosted Portal
SwissBIF
BAFU
VDC
GBIF.ch
Switzerland
LIVE
Data
Aggregator
PICTIS
INFO SPECIES
Schweizerisches Informationszentrum für Arten
Centre suisse d'informations sur les espèces
Centro svizzero d'informazione sulle specie
Swissbryophytes
Info fauna
InfoFlora
SwissLichens
SwissFungi
Vogelwarte
Fledermäuse CCO KOF
Museums/Institutions

Access to the Data Aggregator



Current URL link to the Data Aggregator

https://staging.aggregator.scnat.zebbra.ch/sign-in

⚠️ Staging URL ≠ Production URL ⚠️

To add the first user for your institution

contact-swissnatcoll@infofauna.ch

- Full name
- Email
- Institution

Data Administrator & Collection Digitizer

For all users and roles, the following rules apply:

- One **institution** can have **more than one user / role**
- One **user** is attributed to **one and only one institution**
- One **user** can have **more than one role**
- **A user profile is specific to an individual and must not be shared with others**

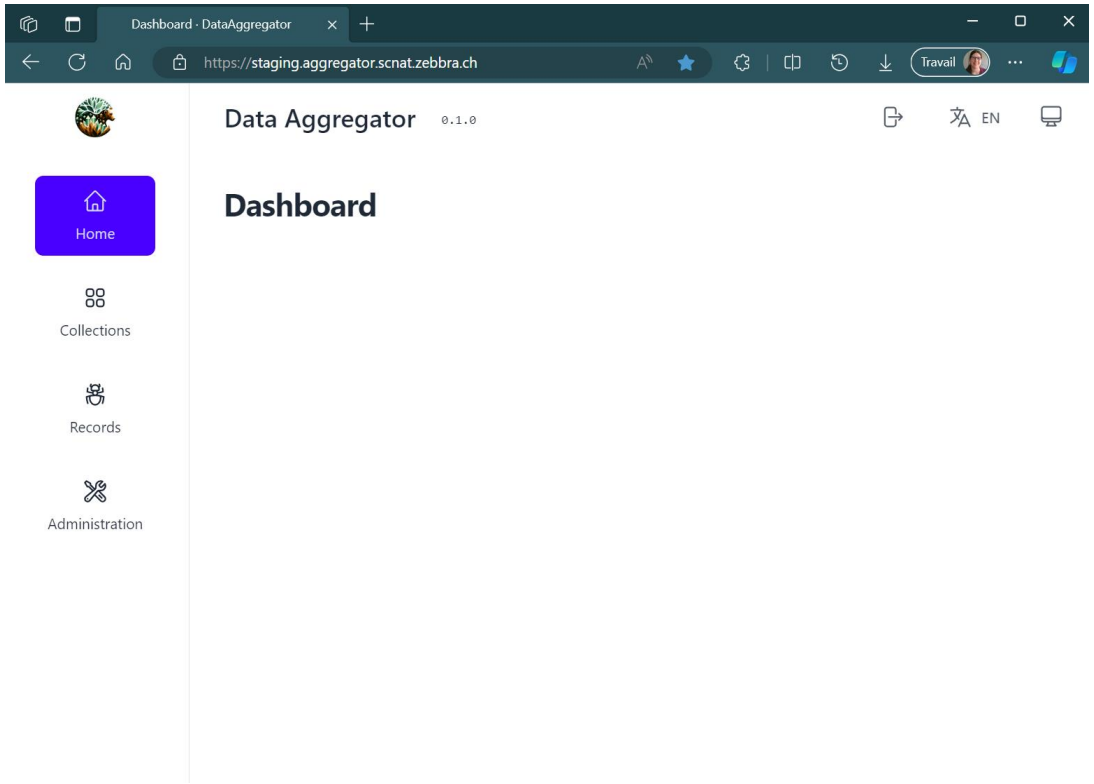
Tasks	**Data Administrator**	**Collection Digitizer**	**Admin**
Users -add/edit/remove Collection Digitizer	❌	❌	✅ all
Users -add/edit/remove Data Administrator	❌	✅ own institution	
Collections -add/edit	❌	✅ own institution	
Collections -view	✅ own institution	✅ own institution	
Dataset -upload/mapping/encode/export/send for validation/publish	✅	❌	

Structure of the Data Aggregator

! Page of one and only one institution !

Home (planned)

- Link to the Step-by-step guide page (https://swissnatcoll.hp.gbif-staging.org/en/how-to-publish-data)
- Other elements TBD



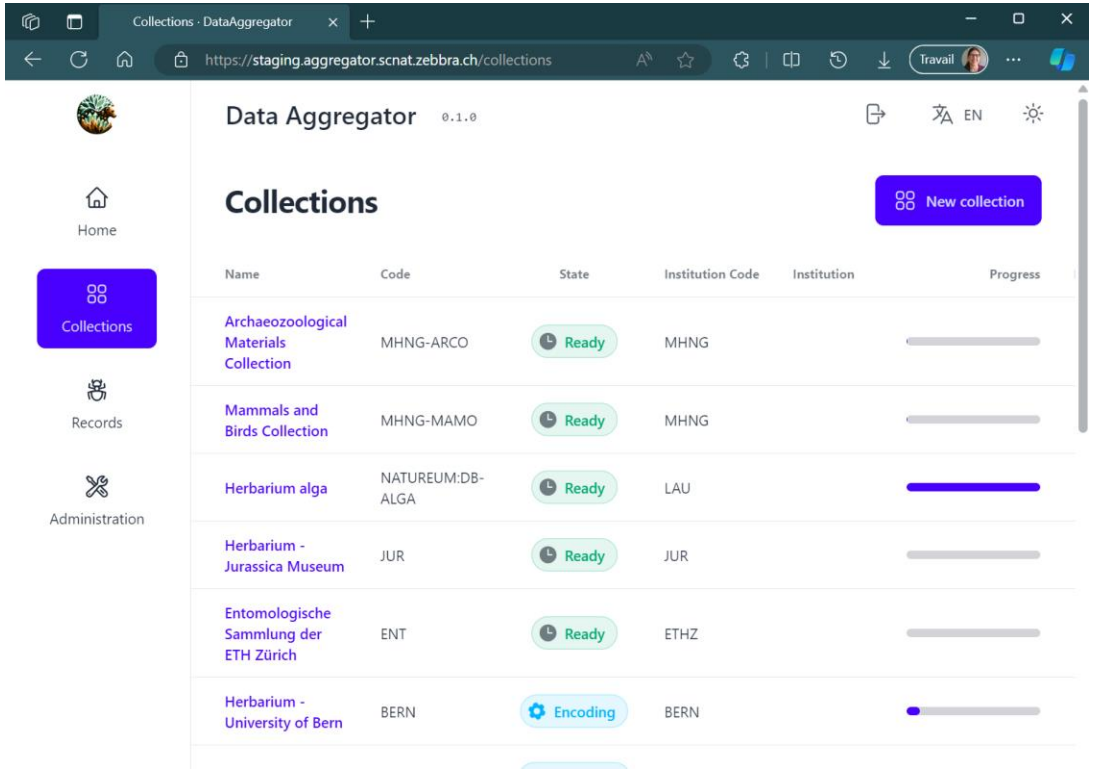
Structure of the Data Aggregator

! Page of one and only one institution !

Home

Collections

- List of all collections already added on the Aggregator
- State and general overview
- Last update timestamp
- Button to add more collections (source: GRSciColl (gbif.org))



Structure of the Data Aggregator

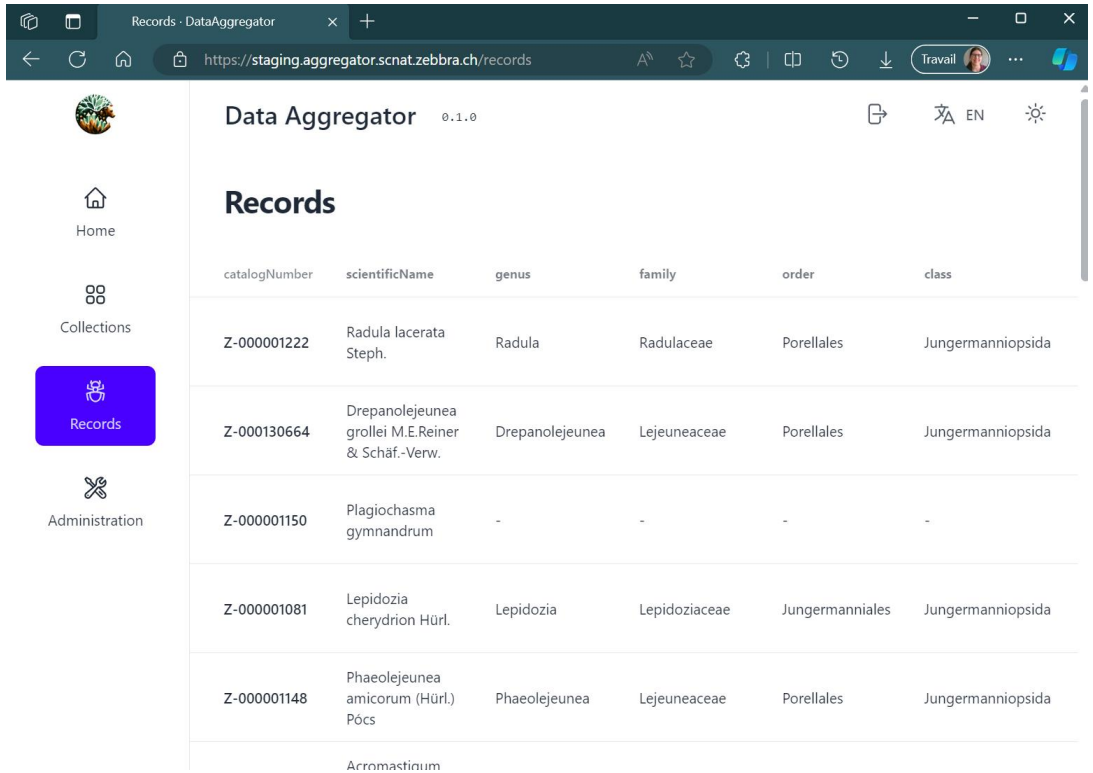
! Page of one and only one institution !

Home

Collections

Records

- List of all imported records for all collections
- State and general overview
- Last update timestamp



Structure of the Data Aggregator

! Page of one and only one institution !

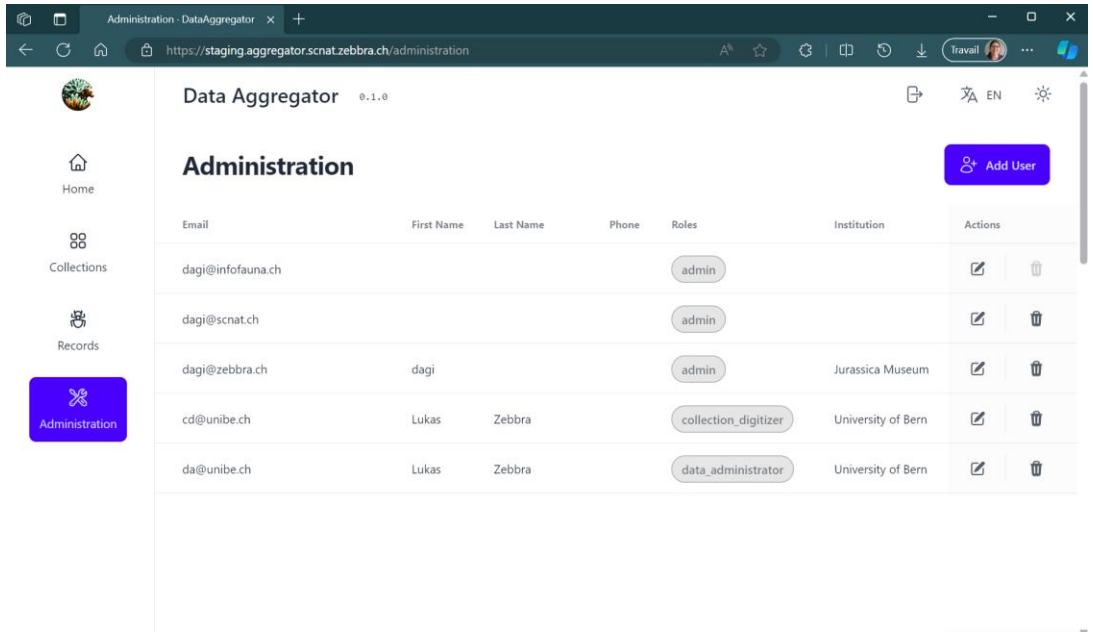
Home

Collections

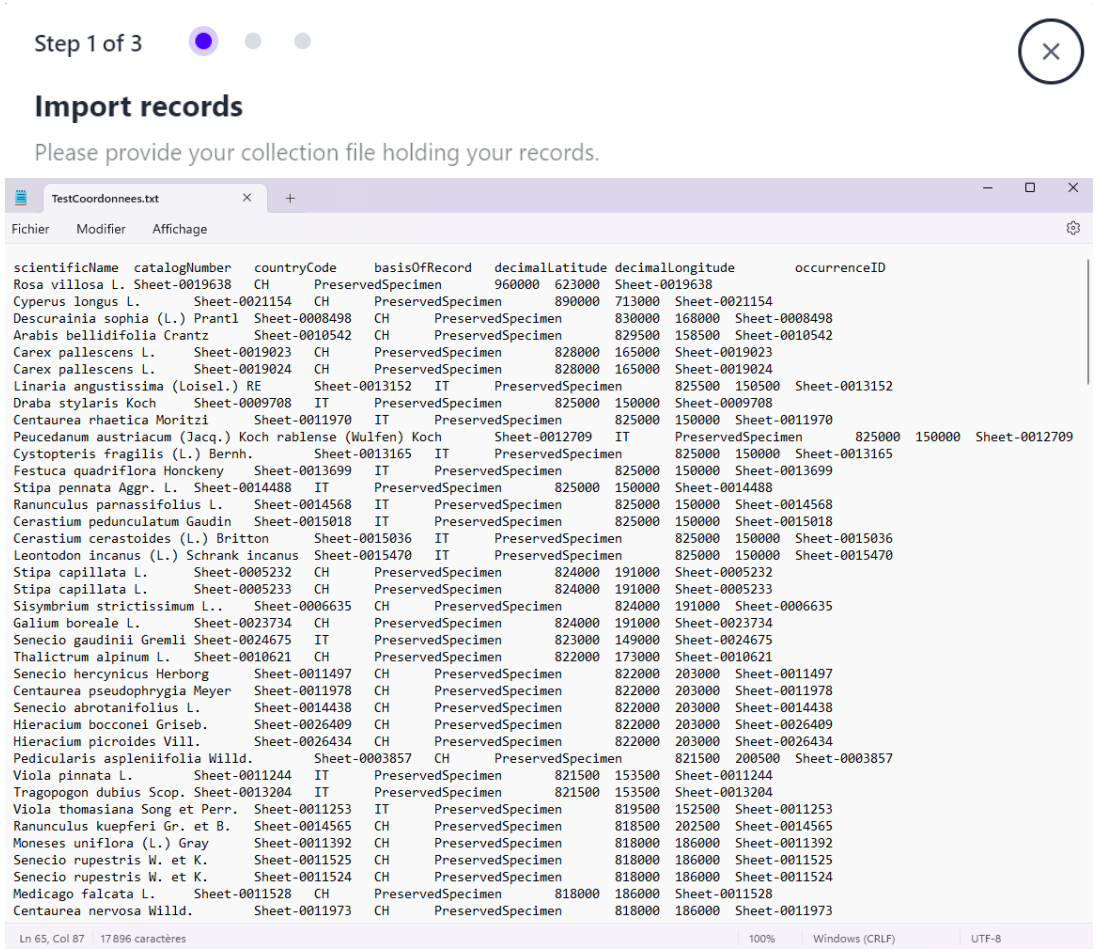
Records

Administration (only for **Collection Digitizer**)

- List of all users of your institution
- Button to add more Data Administrator users



Upload file characteristics



Mandatory

- UTF-8 encoded file
- .csv, .tab, or .txt file
- 1 line = 1 record
- Unique catalog number
- Formatted fields

Facilitating

- Darwin Core headers
- Prioritization
- Tab separation

Fields mandatory and recommended

Mandatory	+ minimal recommended (MIDS 0-1-2)	+ minimal expected (MIDS 2-3)
• catalogNumber • scientificName	• institutionCode • partOfOrganism* • preparations • yearCollectionEntrance* • collectionCode • collectionID • eventDate (OR day, month, year, endOfPeriodday/m/y*) • recordedBy • typeStatus • locality • decimalLatitude** • decimalLongitude**	• verbatimElevation/verbatimDepth • continent • higherGeography • country • stateProvince • county • associatedMedia • recordNumber • basisOfRecord • geodeticDatum • coordinateUncertaintyInMeters • swiss_coordinates_x (LV95)* • swiss_coordinates_y (LV95)*

*borrowed terms (MIDS, GBIFch), **only for WGS84 coordinates

Useful links

- Step-by-step tutorial : https://swissnatcoll.hp.gbif-staging.org/en/how-to-publish-data
- Data Aggregator overview : https://swissnatcoll.hp.gbif-staging.org/en/data-aggregator-about/
- Data Aggregator FAQs : https://swissnatcoll.hp.gbif-staging.org/en/data-aggregator-faqs (is planned to be enriched by your questions too)
- Darwin Core summary : https://swissnatcoll.hp.gbif-staging.org/en/data-aggregator-faqs#what-is-darwin-core
- Examples with real museum specimens (more coming soon)
  - Mollusca : https://swissnatcoll.hp.gbif-staging.org/en/label-mollusca

Take-Home Message

🌱 Start small

- Check the **mandatory fields** in your database to make sure they are **standardised**
- Then move on to the **next level of minimum fields**
- Test first with a **small file** and then proceed with a bigger amount of records

🛑 Error messages are a good point

- During upload, error messages show inconsistencies in your database
- They are opportunities to correct them

🧬 Expected changes in the interface and functionalities

- Development is still ongoing, bugs are currently being solved
- Your contributions are essential for this user-oriented tool