

Using **gnverify** on MS Windows 10

Dmitry Mozzherin

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Installation

1. Go to <https://github.com/gnames/gnverify/releases/latest> and download zip file for windows (it will have version higher than on the picture). This zip file contains just one compressed executable file.



Figure 1: **gnverify-win-x.x.x.zip**

2. Create a folder called **bin** in your **home** folder (This is the folder with Downloads, Pictures, Desktop folders).

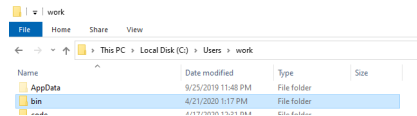


Figure 2: Create bin folder

3. Unzip **gnverify.exe** file from the zip and place it into the **bin** folder.

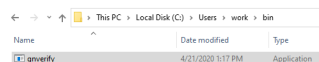


Figure 3: Unzip gnverify.exe to bin folder

4. Create **data** folder in your home folder.
5. Open your data in Excel or Word and save scientific names, one per line or per row in a text file or tab-separated (tsv) file. Place this file into **data** folder. In our example we will call the file **my-checklist.tsv**.

Usage

1. Push **Win-R** buttons on your keyboard to get a command prompt. Type there “PowerShell” and press **Enter** [Fig 4].
2. You will see the PowerShell terminal window. Type the following commands:

```
cd ~\bin
gnverify "Plantago major"
```

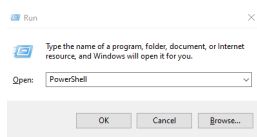


Figure 4: Command prompt

After a short delay you should see a result printed on the screen as a comma-separated value output. As our next step we will read data from a file and save resulting output into a file as well.

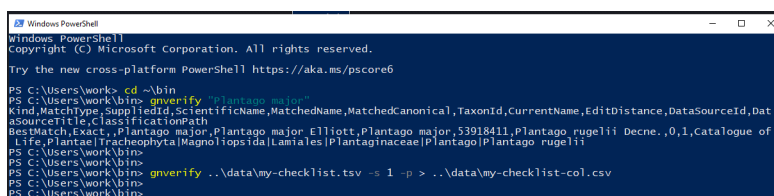


Figure 5: gnverify commands

3. To map data from your checklist to, for example, Catalogue of Life data, type:

```
gnverify ..\data\my-checklist.tsv -s 1 -p > ..\data\my-checklist-col-map.csv
```

This will verify your names against data in Catalogue of Life and send resulting output to a new file. Now this file can be opened in Excel or Google Doc.

4. To learn more about options of gnverify type

```
gnverify --help
```

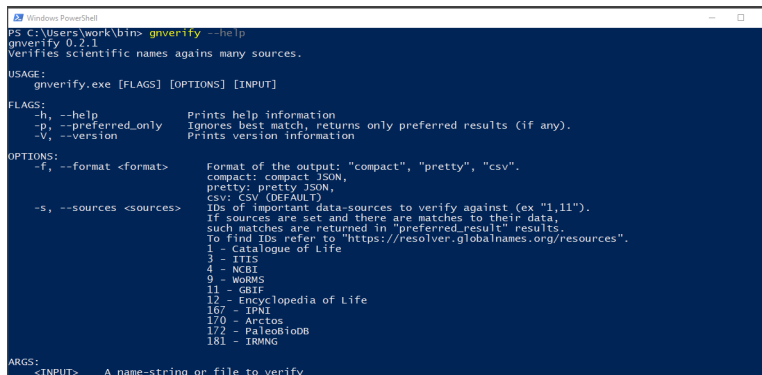


Figure 6: gnverify help

You can also read about gnverify at its github site

Making gnverify available from any folder

You can always run **gnverify** from the **bin** folder, but it is not very convenient. For example, you might like to run it from your data folder.

1. To make **gnverify** available from any folder press the **Win** button and choose settings.
2. You will see settings windows with a search prompt in the center. Type “env” in the search prompt and you will see a couple of returned results. Choose “Edit environment variables for your account”.
3. Now we need to find **PATH** variable in the first window, select it and push “Edit” button

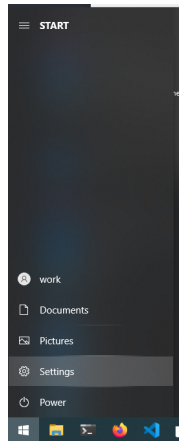


Figure 7: Win Settings prompt

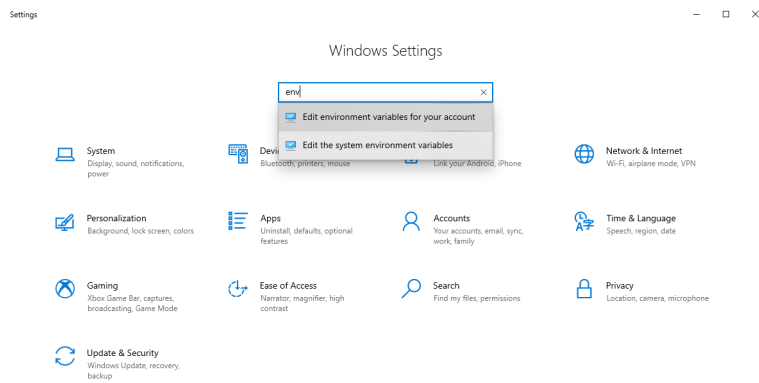


Figure 8: Search for “env”

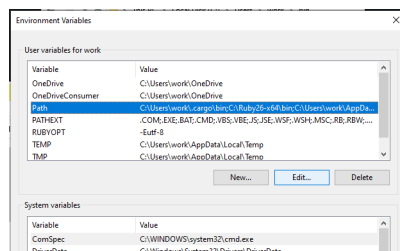


Figure 9: Edit Path Environment Variable

- When you see Edit window, push “New” button and type in either a full path to the `bin` folder (Something like `C:\Users\my-user\bin`) or `%USERPROFILE%\bin`

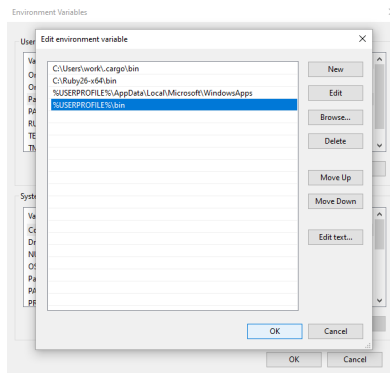


Figure 10: New Path Element

- Now you can use `gnverify` from any folder in PowerShell or `cmd` terminal window.

```
cd ~\data
gnverify my-checklist.tsv
```