## Lifelogging - Data management

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# Purpose

This protocol describes the management of the Lifelogging experimental data after it has been recovered from the Lifelogging devices and moved to the Borg server.

# Required equipment and supplies

* Access to the Borg server

# Methods and procedures

## Archive structure

The Lifelogging data is located under cmlab/data/lifelog/Lifelog\_2017/201706/. *(This is for the data associated with the subject group that started in June 2017. Subsequent groups should have their own subfolder named for the month the group started.)*

Data folders start with the subject ID (subjXXX format), with the type of data appended after the name:

**subjXXX: Unforgettable.me and GPSLogger data.**  
The finalized folder should contain:  
1. Approximately 21 files with YYYYMMDD.csv filename format. These are the GPSLogger GPS files.  
2. A number of .csv files with long GUID-style filenames containing the word "location". These are the U.me GPS files.  
3. Approximately 21 folders with YYYMMDD name format. These contain the bulk of the U.me data, sorted by day.  
4. Approximately 21 folders with subjXXX\_dayDD format. These are the manually sorted image folders.

**subjXXX\_CogBat: The data from the Cognitive Battery which the subjects ran once daily during collection.**  
The finalized folder should contain:  
1. Approximately 21 folders with YYYYMMDD\_HHmmSS name format. These are timestamped according to time of collection and contain the .slog files.

**subjXXX\_fMRI: The fMRI scan and task data.**  
The finalized folder should contain:  
1. 1 folder in XXXXPS name format. This contains the scan data.  
2. 1 folder in subjXXX\_Relive format. This contains the slogs for the "mentally reliving" SMILE task.  
3. 1 folder in subjXXX\_RestingState format. This contains slogs for the resting state (black screen) SMILE task.

**subjXXX\_EEG: The EEG trace and task data.**  
The finalized folder should contain:  
1. 12 EEG files: an .eeg, .vhdr, and .vmrk file each for task 1 (JoR), task 2(Timeline), and then another set for the post-task 10-second capture for each task.  
2. 1 folder in subjXXX\_JoR name format, containing slogs for the JoR SMILE task.  
3. 1 folder in subjXXX\_Timeline name format, containing slogs for the Timeline SMILE task.

**"DEFUNCT"**:  
Note that Mike originally sorted the files according to their Zulu-timestamp. However, that led to some files being mis-sorted to the wrong day. Since then he corrected the sorting script to operate on Zulu-to-EST-converted timestamps. This folder contains the original sorts, in case they are needed.

## Subject metadata file

Within the experimental archive there should also be maintained a file named Lifelogging\_subject\_records.csv. This file should be kept current with de-identified information for all subjects in the current group including:

* Subj ID
* Collection notes
* Collection dates
* Device ID
* CogBat notes
* CCBBI ID
* fMRI date
* Scan protocols
* fMRI notes
* EEG date
* EEG notes
* JoR version (or version information for any other scripts if this varies within the group.

# Revisions

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| --- | --- | --- |
| **SOP Revision #** | **Date** | **Description of change(s)** |
| 171212 | 12/12/2017 | First version |