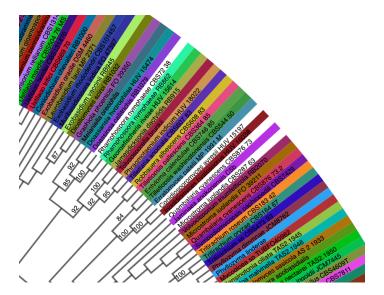
Tutorial 7: Submit a MEP file for inclusion in T-BAS portal

This tutorial demonstrates how to add a custom tree to the T-BAS portal. This particular example is a continuation of Tutorial 6 but the steps apply to any completed tree run.

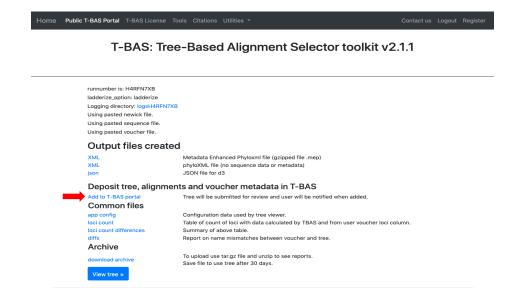
1) Before requesting to add a custom tree to the portal, inspect the tree to ensure that the taxon names match across uploaded files. If they do not match, the taxon names shown at the tips of the tree will be white, as shown in the example below.



This can also be checked by viewing the **diffs** file in the tree run. This file shows name mismatches between the metadata (voucher) and tree files.

names in newick but not in voucher
['Microstroma_juglandis_CBS287_63', "Conidiosporomyces_ayresii_HUV_15197", "Hericium_americanum_PBM2498", "Aroramyces_sp2_OSCT9930", "Rhamphospora_nymphaeae_CBS72_38", "Q
"Rhodosporidiobolus azoricus_JCM11251T", "Gloeohypochnicium_analogum", "Gomphus_brunneus_034190_46", "Hebeloma_angustilamellatum_AFTOLID543", "Schizosaccharomyces_pombe",
"Tsuchiyaea_wingfieldii_CBS7118T", "Mrakia_blollopis_CBS8921", "Beenakia_fricta_2083", "Phaeomarasmius_proximans_AFTOLID979", "Phaeoclavulina_africana_39621"]
names in voucher but not in newick
["Microstroma juglandis_F039211(TUB)", "Gloeohypochnicium_analogum_", "Rhamphospora_nymphaeae_RB862(TUB)", "Mrakia_nivalis_AFTOLID1818", "Crinipellis_sp._ZRL20151264", "S
"Ballistosporomyces_sasIcola_AS21933", "Hebelomaangustilamellata_AFTOLID543", "Conidiosporomyce_sayresii_HUV15197", "_", "Hericiumamericanum_AFTOLID469", "Lysurusmokusin_"
"Cryptococcus_amylolentus_T_CBS6039"]

2) Once it is confirmed that all names match, the new tree can then be added to the T-BAS portal. Select the **Add to T-BAS portal** link.



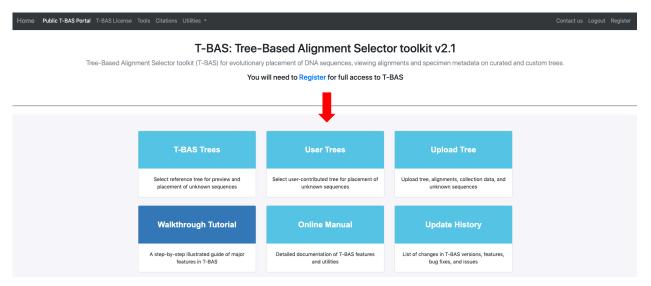
3) The following form will appear.

Home Public T-BAS Portal T-BAS License Tools Citations Utilities		Contact us Logout Register
	T-BAS: Tree-Based Align	ment Selector toolkit v2.1.1
	3	
	Request new reference tree for run H4RFN7XB Submitter name:	
	FirstName LastName	
	Submitter Email:	
	iggy.carbone@gmail.com	
	Short text for html label:	
	A new reference for Fungi	
	Outgroup:	
	genus_species1,genus_species2	
	Access level: Private Public	
	Emails of users in addition to submitter to be allowed access (one per line):	
	Please fill in taxonomy.	
	Kingdom:	
	Phylum:	
	Sub-phylum:	
	Class:	
	Order:	
	Family:	
	Genus:	
	If downloaded from Treebase, provide study	
	number:	
	If published, provide citation(s):	
	Please give description and reason for including:	

4) Here is an example of the form filled out. Note this tree is **private** and shared with only two other people (email list); if you want to make it **public** change the selection in the **Access level**. Click **Submit** at the bottom of the form.

Home Public T-BAS Portal T-BAS License Tools Citations Utilitie	s •	Contact us Logout Re
	Request new reference tree for run	
	H4RFN7XB	
	Submitter name: Ignazio Carbone	
	Submitter Email:	
	iggy.carbone@gmail.com	
	Short text for html label:	
	Ramularia species complex	
	Outgroup:	
	Ramularia_nyssicola_CBS_127665	
	Access level: # Private © Public	
	Emails of users in addition to submitter to be allowed access (one per line):	
	jbwhite2@ncsu.edu vcornis@ncsu.edu	
	Please fill in taxonomy. Kingdom:	
	Fungi	
	Phylum:	
	Ascomycota	
	Sub-phylum:	
	Pezizomycotina	
	Class:	
	Dothideomycetes	
	Order:	
	Capnodiales	
	Family:	
	Mycosphaerellaceae	
	Genus:	
	Ramularia	
	If downloaded from Treebase, provide study number:	
	\$16754	
	If published, provide citation(s):	
	Videira SI, Groenewald JZ, Kolecka A, van Haren L, Boekhout T, Crous PW. 2015. Elucidating the Ramularia eucalypti species complex. Persoonia 34:50-64.	
	Please give description and reason for including:	
	New tree for placement.	
	Submit Reset	d
	Submit	

5) Once your tree has been reviewed by T-BAS admin it will be made available for viewing and placement by clicking on **User Trees** on the T-BAS start page. You will receive an email notification of the status of your submitted tree and when it is available for use in T-BAS.



In this example, the *Ramularia* species complex tree will be listed under **User Trees** and available for viewing reference data files or placing unknowns by clicking on the bullet.

