Otago Repository for Core Analysis Operating Manual

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This is a Quarto website.

To learn more about Quarto websites visit https://quarto.org/docs/websites.

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4 ORCA Sample Management Database

4.1 Introduction

The admin screen of the ORCA Sample Management Database can only be accessed on-campus at https://orca.otago.nz/orca. This page offers an overview of all the samples contained in the Sample Database.

To enter sample information into the database the administration screen need to be entered. This screen can be accessed using the following https://orca.otago.nz/orca/admin

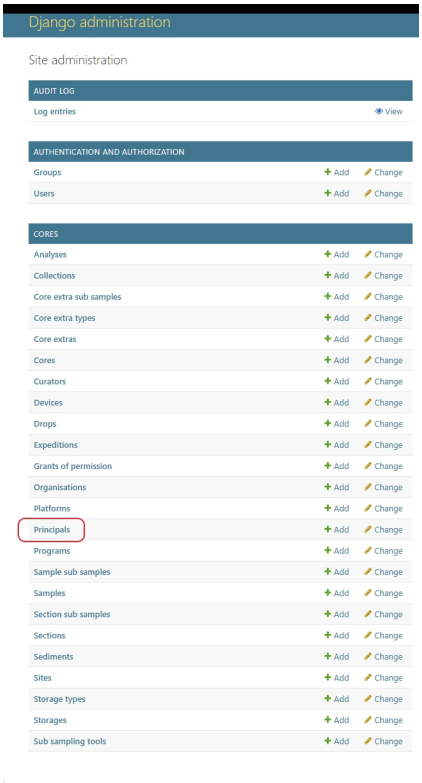
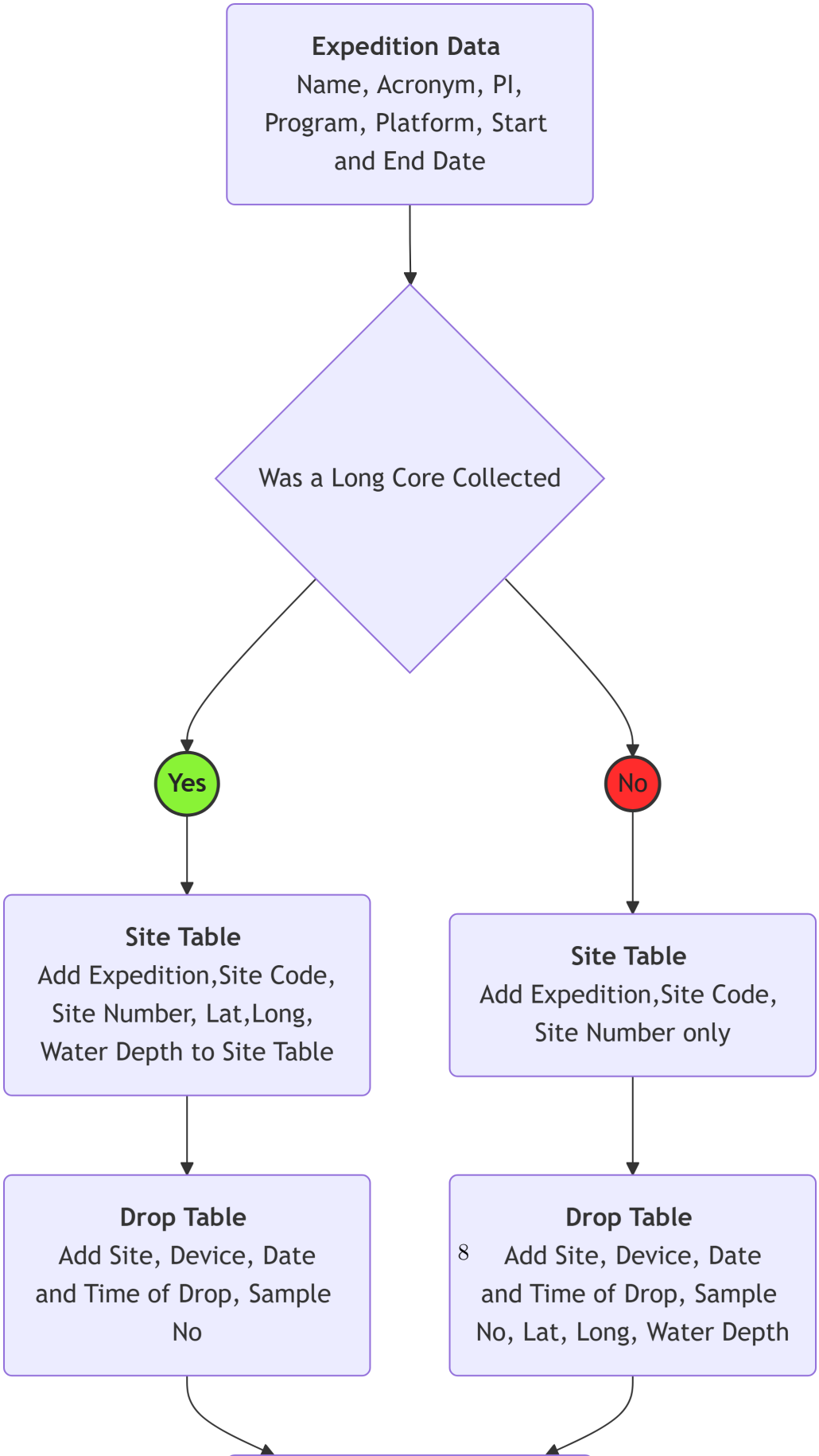


Figure 4.1: Introductory screen for the ORCA Sample Database

The view upon entering the admin screen can be seen in Figure 4.1

4.2 Workflow

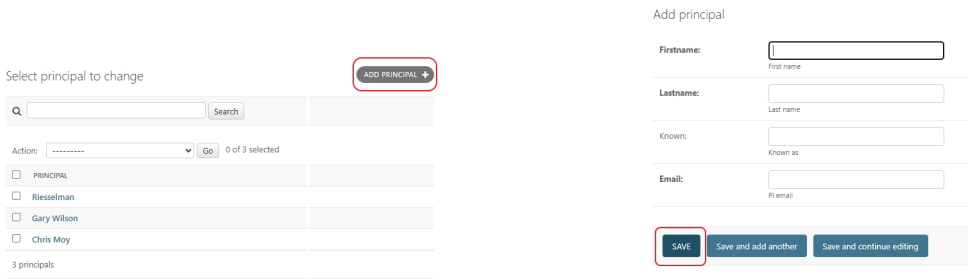

Expedition Data
Name, Acronym, PI, Program, Platform, Start and End Date
Was a Long Core Collected
Yes
No
Site Table
Add Expedition,Site Code, Site Number, Lat,Long, Water Depth to Site Table
Site Table
Add Expedition,Site Code, Site Number only
Drop Table
Add Site, Device, Date and Time of Drop, Sample No
Drop Table
Add Site, Device, Date and Time of Drop, Sample No, Lat, Long, Water Depth

4.3 Adding Data to ORCA Sample Management Database

4.3.1 Inital Steps

You will need to check that some of the fundamental data for the samples you are entering int the database has already been entered e.g. principal scientist, coring platform, program etc. If this data is not in the in the database it will need to be enteed prior to entering the sample information.

For example, the if the *Principals* link in Figure 4.2 is selected, a list of all the Principal Investigators (PI) already in the system will open (See Figure 4.2a). If the PI for the samples being entered is not on this list, they will need to be entered. Select the *Add* button in the top right corner of the screen (See Figure 4.2a) and a data entry screen to enter the new PI will open (See Figure 4.2b). Fill out the required information and select on *Save* to enter the data.



(a) The main window showing the PI's in the system

(b) The window that appears after Add is selected in the main PI window. Details of additonal PI's can be added here

Figure 4.2: The windows that appear when the a new PI is being added to the database

4.3.2 Enter data for samples that follow the ORCA naming convention

4.3.2.1 Data required for all samples

All sample sites will have data entered the Expedition, Site and Drop tables

4.3.2.1.1 Expedition Table

4.3.2.1.2 Site Table

To enter data into the Site table select *Sites* from the **Site Administration** window and Select *Add Site*

Standard sites will require the following information to be entered

1. An expedition to be selected from the drop-down,
2. a 3 Letter Location Code e.g DUS shall be entered into the Location Code field
3. 3 digit Site Number e.g 001 shall be entered into the Identifier field

The fields that must be filled are indicated in red in Figure 4.3a.

Click save at the bottom of the page to save the data into the Site table.

For a site where the sample being collected is a long core, that is, the sampling tool is entering the same hole multiple times and collecting numerous core sections to increase the sampling depth e.g. IODP core collected off the Joides Resolution, the Ohau core collected using a Hydraulic Piston Corer, the UoO Uwitec corer etc.

The additional fields that must be filled out in the event a long core is collected are

4. Latitude (dd.dddddd)
5. Longitude (ddd.ddddd)
6. Water depth (m)

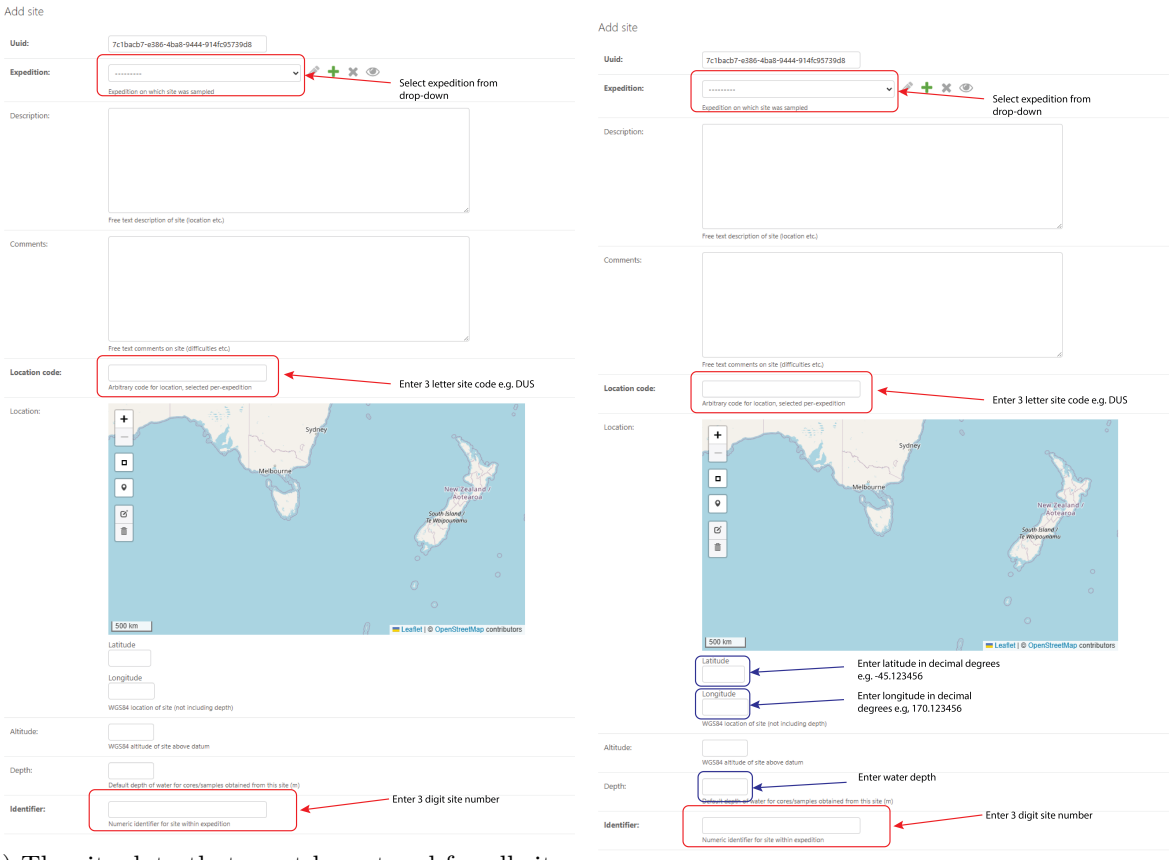
These fields are indicated in blue in Figure 4.3b.

4.3.2.1.3 Drop Table

To enter data into the Drop table select *Sites* from the **Site Administration** window and Select *Add Drop*

Standard drops will require the following information to be entered

1. A site to be selected from the drop-down
2. Select the device being used at the site from the drop-down e.g. PST
3. The date of the drop, if the drop date is unknow enter 1900-01-01
4. The time of the drop, if drop time is unknown enter 00:00:00
5. The sample number,this is a 2 digit number.
6. Latitude (dd.dddddd)
7. Longitude (ddd.ddddd)
8. Water depth (m)



(a) The site data that must be entered for all sites except long cores

(b) The site data required for long cores

Figure 4.3: Entering the Site data into the database

The fields that must be filled are indicated in red in Figure 4.4a.

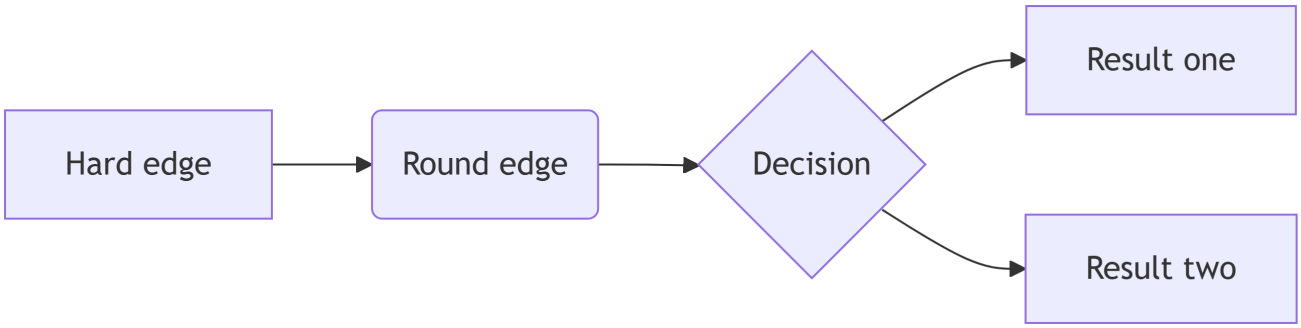
In the event a long core is collected at the site, the latitude,longitude and water depth should not be entered into this table, as it will already have been entered into the site table

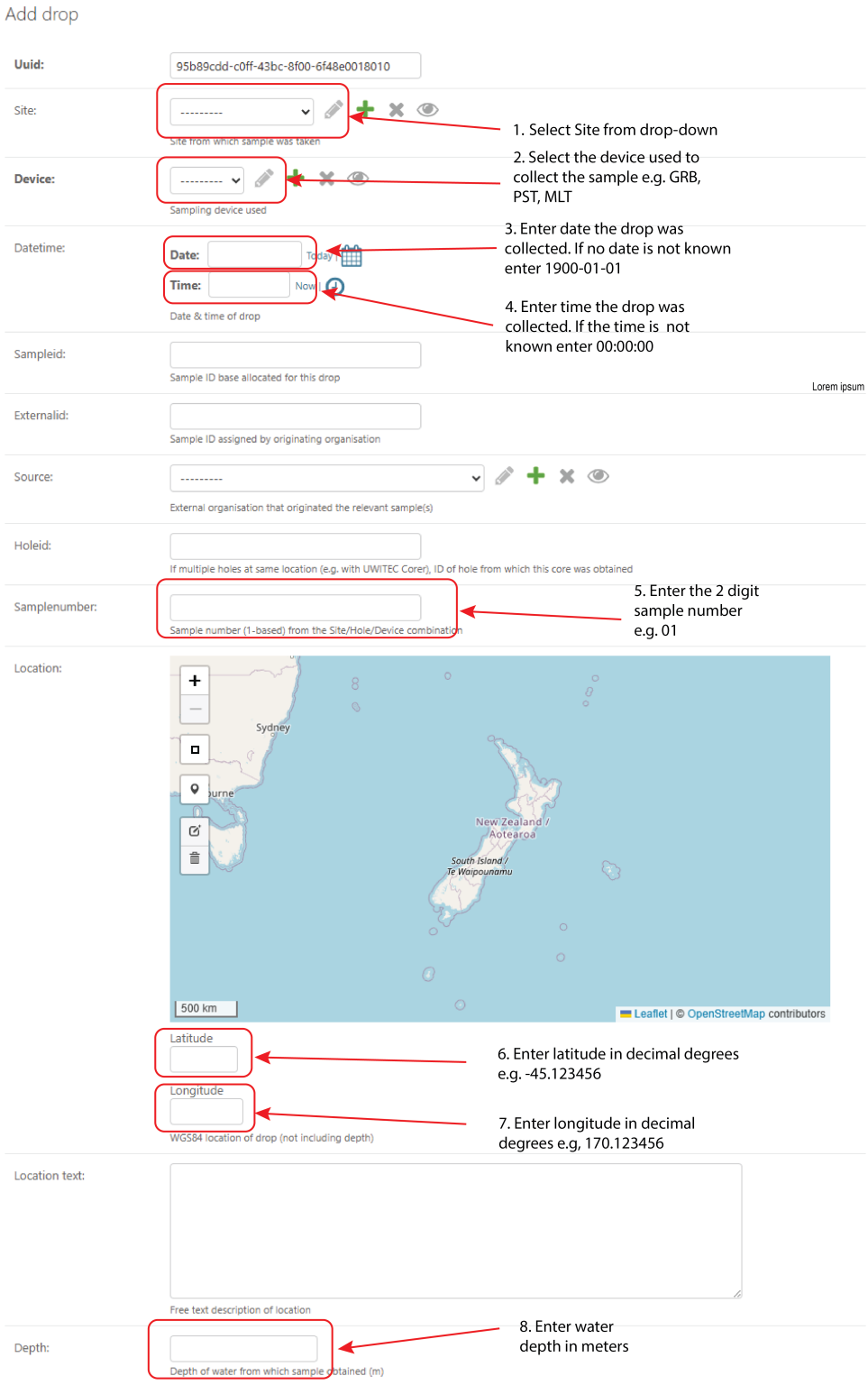
The required fields for the drop table are

1. A site to be selected from the drop-down
2. Select the device being used at the site from the drop-down e.g. PST
3. The date of the drop, if the drop date is unknow enter 1900-01-01
4. The time of the drop, if drop time is unknown enter 00:00:00
5. The sample number,this is a 2 digit number.

Ther additional field required t be filled out when collecting a long is

6. Enter a Hole Id for the site. A for the first hole at a site B for the second hole at the site etc. If the rig moves to a new site start at A again





(a) The drop data that must be entered for all sites except long cores

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6 Geotek Boxscan MSCL

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