Working with bibliography in the World Auchenorrhyncha Database

1. General documentation on Editing data in TaxonWorks is available here:
   https://docs.taxonworks.org/guide/
2. This guide will focus specifically on working with bibliography and PDF files in the
   World Auchenorrhyncha Database
3. The first interface to work with bibliography is **Filter Sources** task. To find it among
   many other sources, apply task filters: *Filter* and *Source*. Filter sources will be one of
   the remaining tasks. You can also use the search box on the top left to find the
   source. Once found, the task could be starred and it will be added to Favorite tasks,
   so the next time you work with the database, it could be easily located in Favorite
   Tab.
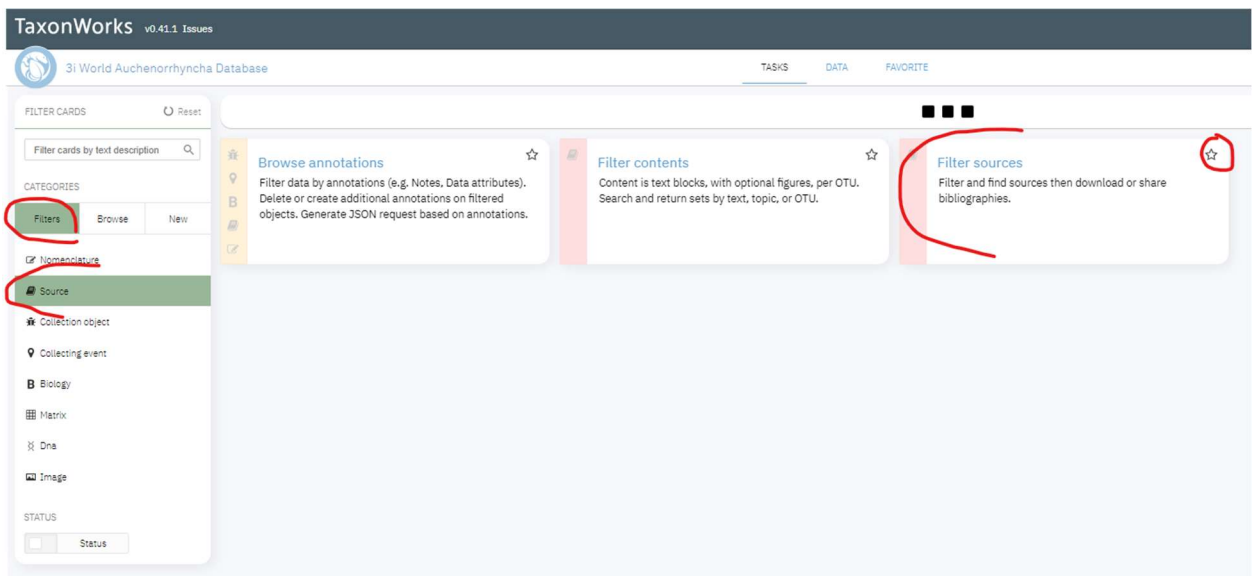
4. In the filter sources, the bibliography could be searched by free text, author, date,
   etc. Please keep in mind that bibliography in TaxonWorks is shared among all
   projects, so there are many sources in the database not related to
   Auchenorrhyncha. To filter out the sources out of the project scope, please use the
   In Project option on the top of the task.
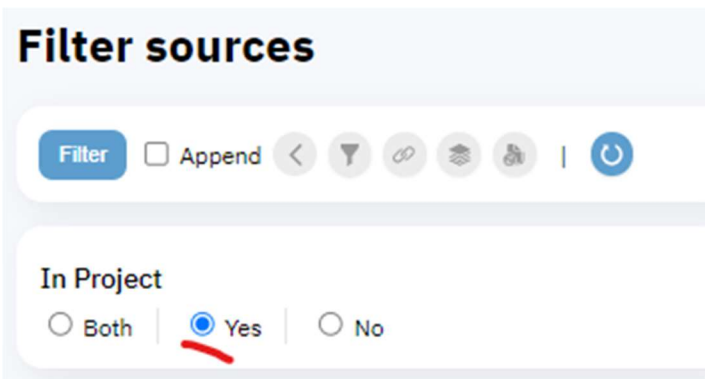
5. Searching by the author has two options, searching for the author by text string, or by the Pearson in the database which has an author role, the second option is more precise, especially in cases when the last name is very common.
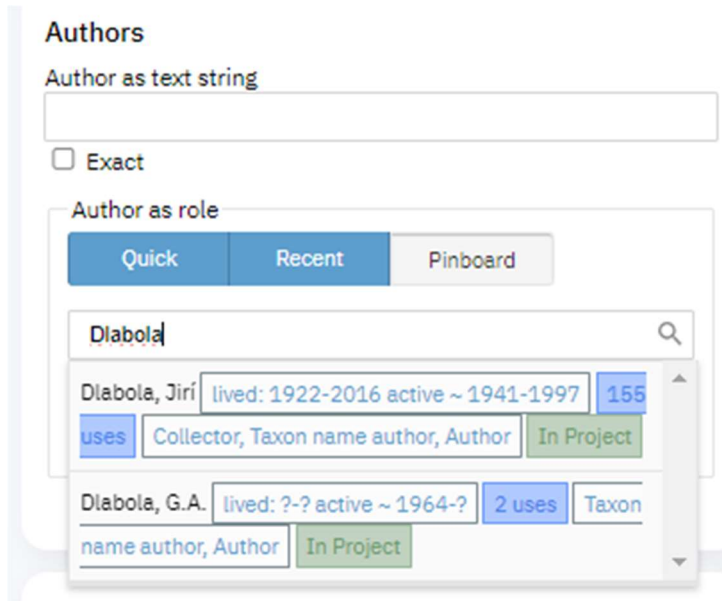
6. The filtered results could be downloaded in 3 formats: CSV, BibTeX, or formatted to a journal style:
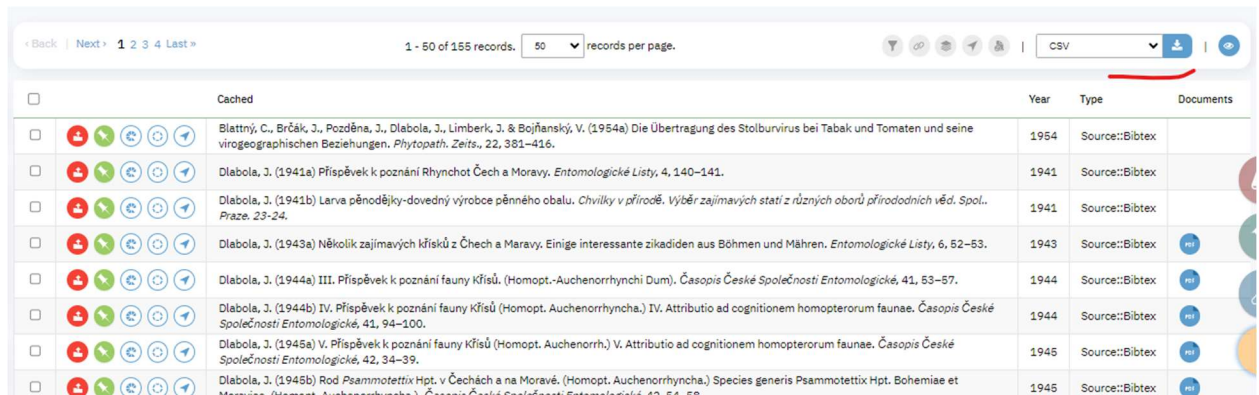
7. PDF icon next to the source indicates that there is a PDF file associated with the source in TaxonWorks. Clicking the icon, you can preview PDF directly in TaxonWorks. But I found it more practical to download the file to a local computer when needed. Two download the PDF file, use the *Radial annotation* button before the source name, go to *Documentation* sector and use download button:
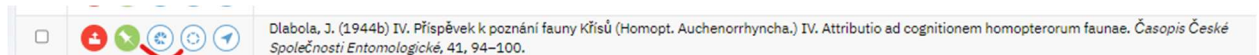
Dlabola, J. (1944b) IV. Příspěvek k poznání fauny Křísů (Homopt. Auchenorrhyncha.) IV. Attributio ad cognitionem homopterorum faunae. *Časopis České Společnosti Entomologické*, 41, 94–100.

8. If you have a PDF file you wish to share with everybody in the project (the source does not have an associated PDF, or the PDF of a poor quality), you can upload the PDF, just using the drag-and-drop area of the same form.
9. To create a new source in the project, first make sure it does not already exist in the same or any other project in the database.
10. To add a new source, the task **New Source** is used. The task can be found in the project hub (to return to the Hub, click to the Database name at the top of the interface). The sources are stored in BibTeX format, so you would need to parse the bibliographic reference in multiple fields.
11. The simplest way to add a new source is to use a CrossRef feature. You would need to provide the DOI for the publication, and TaxonWorks will try to retrieve this source from the bibliographic database. Make sure you verify all the fields, CrossRef occasionally makes mistakes and brings a wrong record, or retrieves an incomplete records. The missing fields need to be added manually. The authors of the publications should be also added manually for each source, using the text search box in the Author section. Once all the fields are verified, the source should be saved. Once the source is saved, a PDF file could be added directly in this form using the Drop document area.

New source

Funkhouser, W.D. (1927f) *General catalogue of the Hemiptera. Fascicle I. Membracidae.* G. Horváth & H.M. Parshley (Eds.). Smith College, Northampton, Mass., U.S.A., XIV + 581 pp.

Save | Clone | CrossRef | BibTeX | Recent | New

○ BibTeX   ○ Verbatim   ○ Person 🔒

BibTeX

Type

Book 🔒

Title

italics

General catalogue of the Hemiptera. Fascicle I. Membracidae.

Authors

Quick | Recent | Pinboard

Funkho 🔍 ⟳   Funkho   Add new

Funkhouser, William Delbert lived: 1881-1948
active ~ 1913-2012   462 uses   Collector,
Taxon name author, Author, Determiner, Loan
recipient   In Project

Funkhouser, J. lived: ?-? active: *unknown* 1
use   Collector

Funkhouser, William Delbert 🗑

Serial

Editors

Quick | Recent | Pinboard

Family name, given name 🔍   ⟳

○ Wytsman, P.

Horváth, Géza 🗑

Parshley, Howard Madison 🗑

Organization

Institution

How published

Publisher

Smith College, Northampton, Mass., U.S.A.

Address

Verbatim from BibTeX

Author(s)

Funkhouser, William Delbert

Editor(s)

Horváth, Géza and Parshley, Howard Madison

Journal

BibTeX crosslinks

Doi

Isbn

Issn

Note

Annote

First fossil representative of the tribe Amphignomini (Hemiptera: 🔍

Drop | Pick

☐ Is public?

Drop documents here

Filename	Is public	Updated at
generalcatalogue01chin.pdf	☐	2024-06-26T21:18:32.535Z