



## **Workshop: World Amphipoda Database**

The World Amphipoda Database was launched in July 2013, and thirty amphipod taxonomists agreed to donate their time to work on improving and updating the information on their specialist area of the database. However, since the launch of the WAD, there has not yet been a meeting of editors and the team would certainly benefit from being physically together with an opportunity to better organize the editorial responsibilities, to provide training on how the editing should take place in a consistent manner, to illustrate the methods and requirements of editing, to work on particular projects and propose new analyses for the future.

### ***Outcomes:***

All participants will learn how to use the online editing interface and make progress in editing their taxon of responsibility. During the focused hands-on editing sessions, help will be provided to ensure the priorities are tackled and that all editors know how to deal with the following:

- Document the basionym (original name)
- Document the original description (preferably with pdf)
- Document the type locality
- Document the type species
- Document the environment
- Document missing authorships
- Add synonyms
- Add notes and identification resources

The workshop will also help to progress two current projects (non-marine Amphipoda & Deep Sea Amphipoda checklists and associated publications) and stimulate further projects. A report of the workshop will be produced.

### ***Venue:***

Flanders Marine Institute (VLIZ) – Wandelaarkaai 7, 8400 Oostende  
4-5 April 2016

### ***Confirmed participants:***

*To be completed*

### ***Remote participants:***

*To be completed*

## Monday 4 April 2016 (day 1)

### 9h:

- Welcome [Tammy Horton]
- Practical information [Leen Vandepitte]
- Round table [all]
- Introduction to the World Amphipoda Database [Tammy Horton]
- General introduction to WoRMS [WoRMS DMT]

### 10h30: coffee / tea break (30')

### 11h:

- WoRMS online editing [WoRMS DMT]
  - o How to edit online
  - o Overview of existing tools & functionalities
  - o Alternatives to online editing, through Excel templates

### 12h30: sandwich lunch

### 13h30:

- Priorities for entry & consistency in editing – the online editing manual [Tammy Horton]
- Olli Coleman's literature Server – access to older literature – a demonstration [Olli]
- Hands-on online data entry [all]

### 15h: coffee / tea break (30')

### 15h30:

- Hands-on online data entry (continued)

### 18h: end of day 1

### 19h: dinner in Ostend, offered by LifeWatch

## Tuesday 5 April 2016 (day 2)

### 9h:

- Discussion of current projects, new analyses and proposed publications [all]
- Outreach: how to promote the Amphipoda database (marine & non-marine)? [all]
- Roles & responsibilities of Amphipoda editors – a proposed action plan [Tammy/All]
- Short and long-term goals and planning [all]

### 10h30: coffee / tea break (30')

### 11h:

- Hands-on online data entry (continued)

**12h30: sandwich lunch**

**13h30:**

- Hands-on online data entry (continued)

**14h45: coffee / tea break (15')**

**15h:**

- Hands-on online data entry (continued)

**16h: Closure of workshop**

*Possibility for participants to stay later and continue working (18h)*

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**Some important practical information for the hands-on online data entry**

- Bring your own laptop
- Please can all participants bring with them a dataset. This can be a recent or not so recent publication (e.g. a revision or an excel file of associated data) which contains information to be entered to the World Amphipoda Database.  
E.g. This can include a list of new (and/or old) taxa and may include information on synonymy, type material, distributions, diagnoses that can be added to the database. Training will be provided in how to carry out additions of new information and editing/updating of problematic data.
- Tammy will be bringing some of the latest revisions of the Lysianassoids (thank you Jim Lowry!) which still need to be entered/edited.