



Workshop: AnnelidaBase

We plan to create an AnnelidaBase world database at WoRMS to represent all annelids from all ecosystems under one new interface. Whereas Annelida currently is considered to include Echiura, Sipuncula, Pogonophora, and to retain Myzostomida, the WoRMS current presentation of annelid-related groups is as follows: **Polychaeta**, a world list with its own interface and over 24,000 taxa, now including **Echiura** with about 300 genus/species records; **Clitellata** annelids (oligochaetes and leeches) that are marine, with fewer than 2000 taxa and no interface; and **Sipuncula** as a separate phylum with about 1600 genus/species records, and no interface. WoRMS annelid coverage currently excludes most freshwater and terrestrial clitellates (up to 5000 genus/species records). The new AnnelidaBase will expand to better integrate these groups and also to include all the non-marine taxa.

Aims:

- Develop the structure of AnnelidaBase, a new WoRMS interface for all annelids. Discuss design of AnnelidaBase interface and discuss higher classification problems between annelid taxa groups.
- New/old editor further familiarising with WoRMS, training & updating, with real data entry of new content.
- Advance the addition of existing Delta keys for annelids to WoRMS/AnnelidaBase.

Outcomes:

- Launch of AnnelidaBase within four months after the May workshop.
- Submission of an AnnelidaBase database-content background paper to a suitable journal to promote AnnelidaBase & WoRMS to users.
- At least one annelid key to families available online at WoRMS soon after the workshop.

Venue:

Flanders Marine Institute (VLIZ) – Wandelaarkaai 7, 8400 Oostende
22-24 May 2017

Confirmed participants:

Geoff Read, João Gil, Chris Glasby, Robin Wilson, Masaatsu Tanaka, José Saiz-Salinas, Serge Utevsy, Patrick Martin, John W. Reynolds, Joana Zanol, Ton van Haaren.

Monday 22 May 2017 (day 1)
9h:

- Welcome [Geoff Read]
- Practical information [Leen Vandepitte]
- Round table [all]
- Short introduction by responsible organizing editor [Geoff Read]
- General introduction to WoRMS [WoRMS DMT]

10h30: coffee / tea break (30')**11h:**

- WoRMS/ World Polychaeta database online editing [WoRMS DMT]
 - o How to edit online:
 - Add new taxa records (fields available), best practice for a complete record, add literature sources to Aphia (including adding PDF files), Pensoft/ZooBank tool for importing taxa, link sources to a taxon (source categories available), add type locality, add missing information, allocate synonymies - standard unaccepted reasons, how to treat misspellings and misidentifications etc., add notes, limits of editor actions—i.e., nomenclatural clarification, but no unpublished subjective taxonomy, settings (via my Aphia), significant changes in the updated editor online manual.
 - o Overview of existing tools & functionalities:
 - Demonstration of new WoRMS tools and less-often-used facilities, and working with same (for online keys see later). Examples: Checklist Publication Tool, Similar Sources (de-duplication tool), taxon match tool, using and adding to the geographic name gazetteer, Excel templates that are available as alternatives to online editing for import of bulk data.

12h30: sandwich lunch**13h30:**

- Hands-on online data entry. Participants to bring pdfs of their choosing of journal articles with new taxa, new combinations, new synonyms not yet in WoRMS [all]

15h: coffee / tea break (30')**15h30:**

- Hands-on online data entry [all] (continued)

17h30: End of day 1

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

19h00: dinner in Ostend, offered by LifeWatch

Tuesday 23 May 2017 (day 2)

9h: Overview of Annelida groups [All]

- Presentations from each editor (Polychaeta editors jointly) on scope and content (genera & species numbers) of each annelid group, current higher classification, likely new higher classification, data sources and availability of digital data (both of taxa names and literature sources), coverage gaps, what is required to be obtained and digitised, problems.

10h30: coffee / tea break (30')**11h: AnnelidaBase** [Geoff Read & DMT, All]

- Discussion of a new AnnelidaBase interface. Discussion of possible ranks within a tentative 'new' best-solution literature-based higher classification.
- Discussion of interface issues. Extending data search/manipulation facilities, presentation developments, additional mapping for species-groups, genera, additional fields to accommodate habitat and distributional data for terrestrial and freshwater forms.

12h30: sandwich lunch**13h30: Identification Keys**

- Presentation/train on the online Aphia ID keys. [DMT]
- Presentation/training on the Delta keys system and discuss issues for access via WoRMS and the possible inclusion of additional annelid groups beyond Polychaeta [Chris Glasby & Robin Wilson]

15h: coffee / tea break (30')**15h30: AnnelidaBase/ identification Keys (continued)****17h: End of day 2**

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

Wednesday 24 May 2017 (day 3)
9h: *Templates & hands-on editing* [DMT, All].

- Group work on transforming digital data as available into atomised data into spreadsheet form (as explained on day one), especially export from own database to a form suitable for import into AnnelidaBase.

Matters arising - unresolved issues [All].

10h30: *coffee / tea break (30')*
11h: *The way Forward* [G Read, All]

- Summary of progress, discussion of, and establishing commitments to, the necessary further work to launch AnnelidaBase and publicise it.

12h30: *sandwich lunch*
13h30: *Closure of workshop*

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

- Bring your own laptop
- All participants bring with them data to be entered, firstly recent or not so recent publications (as pdfs) for direct data entry on day one, secondly if possible data in spreadsheet form (the example Excel templates will be emailed out) that is not yet in WoRMS. Spreadsheets can include lists of literature sources, lists of new (and/or old) taxa, and can include information on synonymy, type material, distributions, and diagnoses that can be added to the database. Noting that taxa data is usually best entered and verified from original publications one by one rather than copy & paste from spreadsheets (errors easily introduced) unless the spreadsheet comes extracted from an existing database.