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**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.
* An analysis of current gaps in taxonomic coverage of parasitic taxa in WoRMS.
* A prioritized strategy to fill those gaps.
* A prioritized list of potential new taxonomic and thematic editors; with an agreed process to engage the new editors exploiting direct personal contacts with workshop participants.
* A plan to prioritize the capture of marine parasitic taxa, but then to expand coverage to include freshwater taxa, creating a focus for data on all metazoan parasites of aquatic hosts.
* The creation of links between WoRMS and other relevant databases, for example the Australian ABRS database (AFD, Australian Faunal Directory) and, if possible, the Global Cestode database (developed by Janine Caira).
* A long-term and sustainable plan to maintain host and parasite data within WoRMS and to expand from our initial metazoan focus, to include important protistan taxa.
* To create a presentation of the progress, plans and results to be presented to the most active parasitological community at the next International Symposium of Fish Parasites (the highest profile international meetings for whole organism parasitologists).

***Venue***:

Flanders Marine Institute (VLIZ) – Wandelaarkaai 7, 8400 Oostende

4-5 April 2016

***Confirmed participants:***

*To be completed*

***Remote participants:***

*To be completed*

**Monday 24 April 2017 (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]
	+ How to edit online
	+ Overview of existing tools & functionalities
	+ 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***

***1930h: dinner in Ostend, offered by LifeWatch***

**Tuesday 25 April 2017 (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.