

Accession Wizard

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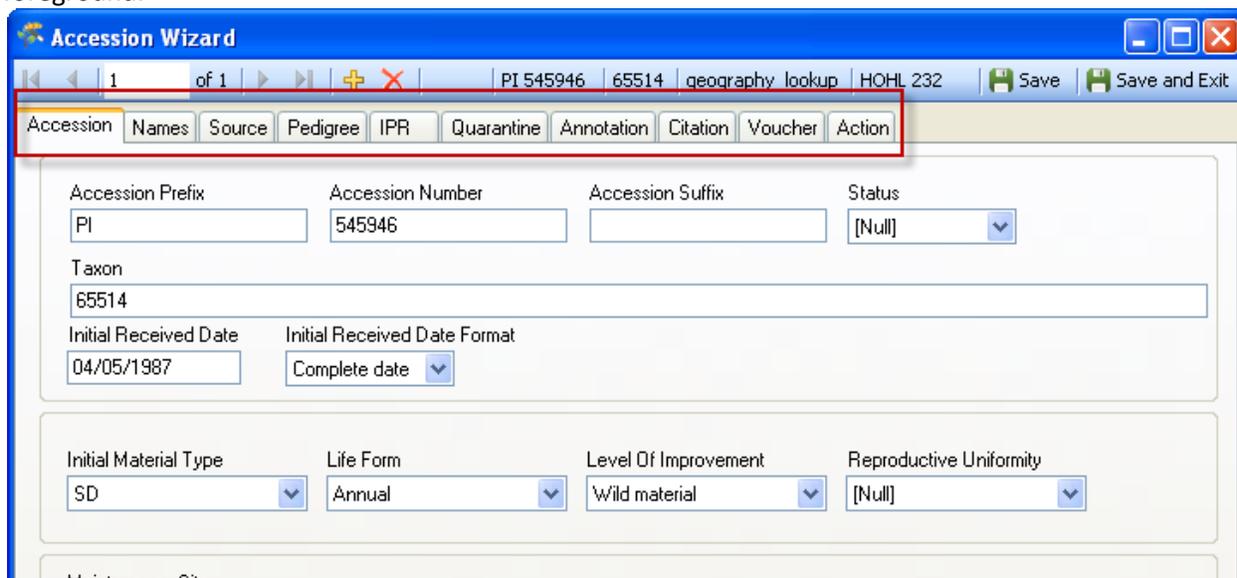
Overview

The Accession Wizard facilitates the inputting of a new accession record's data into the GRIN-Global database. The wizard can also be used to edit an existing accession record.

In GRIN-Global, accession data is distributed across multiple tables that are linked to each other. In the Curator Tool, many related dataviews have been designed for inputting new, and editing existing, accession data in these tables. In fact, there are at least 10 accession- related dataviews. However, many of the tables' fields are optional and some may never be used by some organizations. (GRIN-Global was designed to be very flexible and accommodate many organizations and genebanks who have their unique requirements.)

The Accession Wizard coordinates the related dataviews for a specific accession record, so that the user can easily input or edit data for the accession record without manually opening each of the related accession dataviews.

The screen capture below shows 10 tabs. The **Accession** tab and dataview is currently displayed in the foreground.



The screenshot shows the 'Accession Wizard' window with the 'Accession' tab selected. The window title is 'Accession Wizard' and it shows '1 of 1' records. The tabs are: Accession, Names, Source, Pedigree, IPR, Quarantine, Annotation, Citation, Voucher, and Action. The 'Accession' tab is active and contains the following fields:

Accession Prefix	Accession Number	Accession Suffix	Status
PI	545946		[Null]
Taxon			
65514			
Initial Received Date	Initial Received Date Format		
04/05/1987	Complete date		
Initial Material Type	Life Form	Level Of Improvement	Reproductive Uniformity
SD	Annual	Wild material	[Null]

While using the wizard, the user can click on any of the tabs to display that tab's corresponding dataview. In this example, the **Names** tab has been selected.



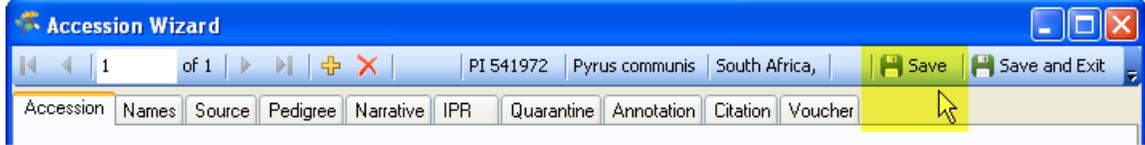
The screenshot shows the 'Accession Wizard' window with the 'Names' tab selected. The window title is 'Accession Wizard' and it shows '1 of 1' records. The tabs are: Accession, Names, Source, Pedigree, Narrative, IPR, Quarantine, Annotation, Citation, Voucher, and Action. The 'Names' tab is active and contains a 'New Name' button and a table for entering names.

Name	Category	Name Rank	Name Group	Cooperator	Note
	[Null]				

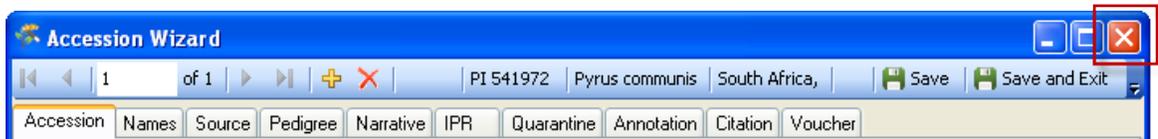
General Notes about the Wizards

The Curator Tool has several wizards; they all have some common characteristics:

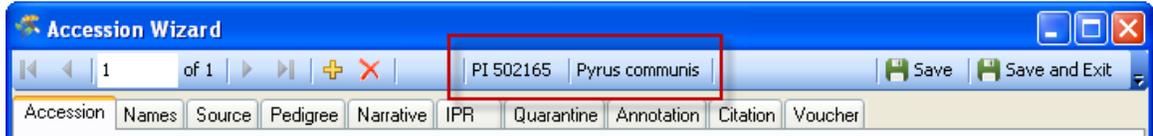
- wizards can be used to create a new record or to edit existing records
- as you work in the wizard's many dataviews, periodically save your work (click on the **Save** icon)



- use the window's close button to cancel when necessary. *However, any data not yet saved will be dropped, not just for the current tab screen, but for any of the tabs.* (This is why the previous point is so important.)



- when reviewing the wizard's screens, notice that the screen's header displays certain important fields that indicate what record you are working with



Accession Dataview

The main dataview window that opens when you invoke the Accession Wizard has the **Accession** tab. Shown here is a partially filled window.

The screenshot shows the 'Accession Wizard' window with the 'Accession' tab selected. The form contains the following fields and values:

- Accession Prefix: PI
- Accession Number: 502165
- Accession Suffix: (empty)
- Species: Pyrus communis
- Initial Received Date: 3/21/1986
- Initial Received Date Format: Complete date
- Initial Material Type: CT
- Life Form: Perennial
- Level Of Improvement: Cultivar
- Reproductive Uniformity: [Null]
- Site: COR (USA026)
- Backup Location: (empty)
- Backup Location 2: (empty)

When you click the **Add new** button, required fields are distinguished by their color:

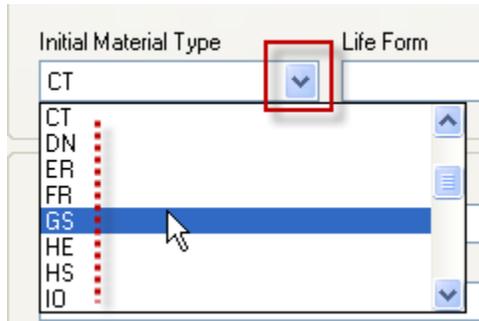
The screenshot shows the 'Accession Wizard' window with the 'Add new' button highlighted. The form contains the following fields and values:

- Accession Prefix: (highlighted in pink)
- Accession Number: (empty)
- Accession Suffix: (empty)
- Species: (highlighted in pink)
- Initial Received Date: (highlighted in pink)
- Initial Received Date Format: [Null]
- Initial Material Type: [Null]
- Life Form: [Null]
- Level Of Improvement: [Null]
- Reproductive Uniformity: [Null]
- Site: (empty)
- Backup Location: (empty)
- Backup Location 2: (empty)

A red arrow points to the 'Add new' button, and a red label 'Required fields' points to the highlighted fields.

Dropdowns

Fields with the drop down control indicators (“dropdowns”) provide lists from which you select the appropriate item.



Saving the Data

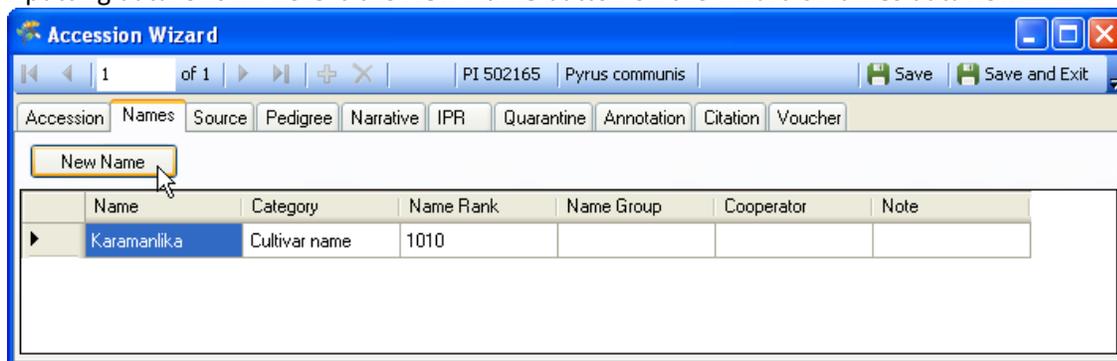
In order to save the record, at a minimum you must input the *required fields'* data. When completing (or partially completing) a dataview, before proceeding to the next tab, click the **Save** button as you continue inputting in the wizard. Use the **Save and Exit** button when you are finished using the wizard. (Since you can use the wizard to edit existing data, you can always return later and edit the data.)

The **Save and Exit** button will close the accession wizard and return to the Curator Tool, but first it will indicate that you were successful and also prompt you to add an item to the current list folder (if it is a new item). If you select **Cancel**, the record will be created, but no item will be generated in the current list folder.



The Accession Subordinate Dataviews

The subordinate (or “child”) dataviews have their respective tabs. On each of these windows, there is a **New dataview** button. When clicked, the Curator Tool displays a new row on the dataview grid for inputting data. Shown here is the **New Name** button on the wizard’s **Names** dataview.

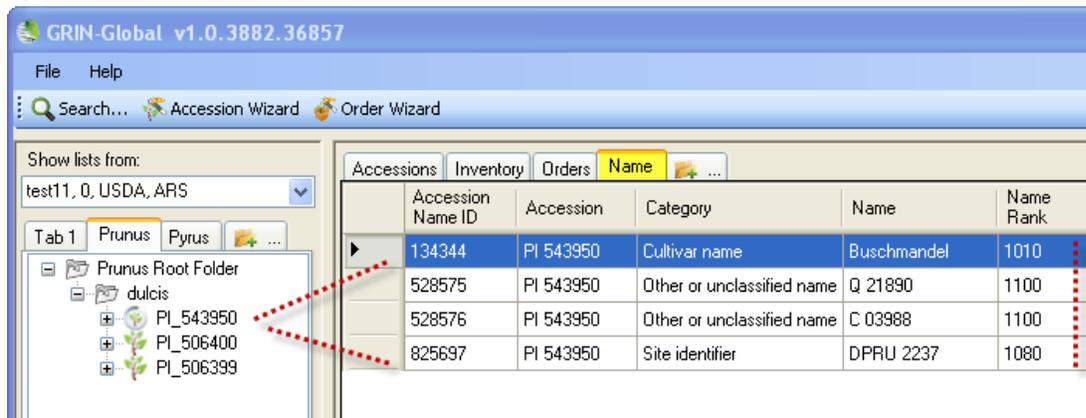


Accession Wizard Dataviews

There are several fields in the Accession wizard dataviews which are unique and will be explained in detail here. Otherwise, when you require more information, refer to the online data dictionary [http://www.ars-grin.gov/npgs/gringlobal/docs/gg_data_dictionary.pdf] for any accession-related fields.

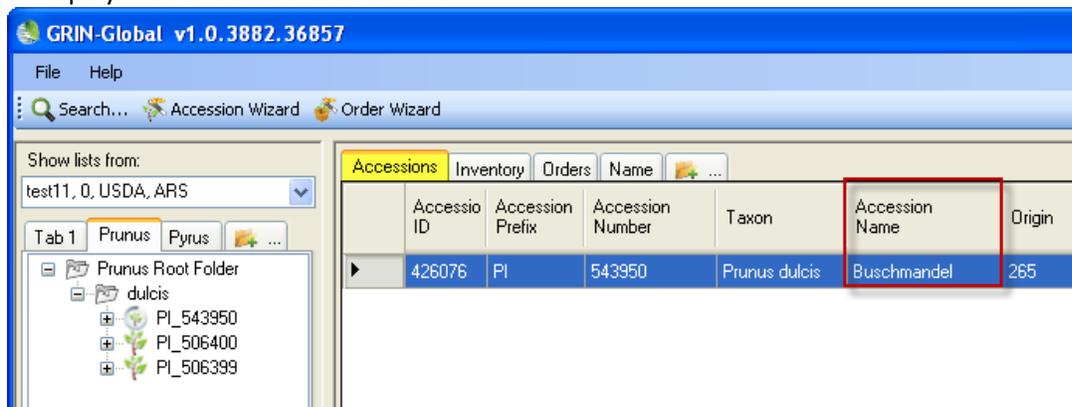
Accession Names

In the **Accession Name** dataview below, Accession (PI 543950) has four records. Each record has a Name field.



Accession Name ID	Accession	Category	Name	Name Rank
134344	PI 543950	Cultivar name	Buschmandel	1010
528575	PI 543950	Other or unclassified name	Q 21890	1100
528576	PI 543950	Other or unclassified name	C 03988	1100
825697	PI 543950	Site identifier	DPRU 2237	1080

However, in the **Accessions** dataview the related accession has only one **Name** column. In the example shown here, the name displayed is “Buschmandel.” So how does the Curator Tool determine what name to display in the Accessions dataview?



Accession ID	Accession Prefix	Accession Number	Taxon	Accession Name	Origin
426076	PI	543950	Prunus dulcis	Buschmandel	265

The Curator Tool doesn’t arbitrarily pick a name from the **Name** dataview, but rather selects the name from the record in the associated **Name** dataview whose **Name Rank** field has the lowest value.

To keep this simple, if you have multiple records for one Accession in the Name dataview, enter “1” in the Name Rank field in the Name dataview for the record whose name is to be listed in the Accession dataview. (Some genebanks might refer to this as the “top name.”)

Some organizations may use a fairly complicated algorithm for assigning numeric values to names, but ultimately in the Curator Tool the name associated with the lowest value in the Name Rank field determines the name that will be displayed in the corresponding accession dataview record.

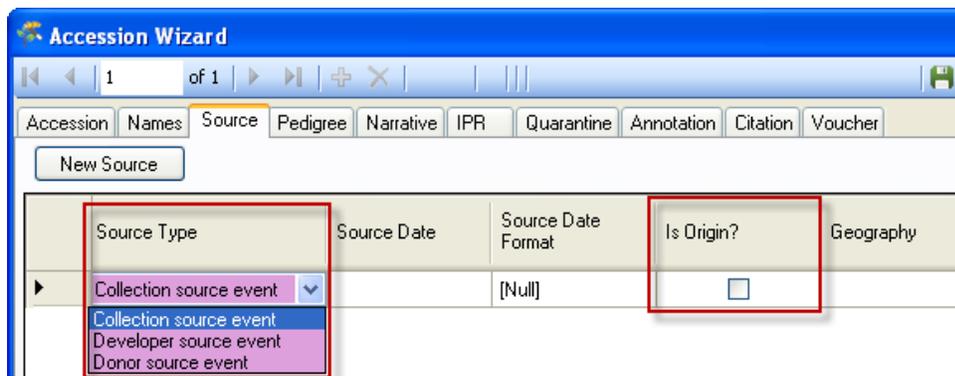
Source

The **Source** dataview maintains data pertaining to accessions collected in the wild or obtained from farmers, markets, or other local sources, and donations from breeders.

Source Type

There are three possible **Source Types**:

- Collection source event
- Developer source event
- Donor source event



The screenshot shows the 'Accession Wizard' application window. The 'Source' tab is selected, and a 'New Source' button is visible. Below the button is a table with the following columns: Source Type, Source Date, Source Date Format, Is Origin?, and Geography. The 'Source Type' dropdown menu is open, showing three options: 'Collection source event', 'Developer source event', and 'Donor source event'. The 'Is Origin?' checkbox is currently unchecked.

Source Type	Source Date	Source Date Format	Is Origin?	Geography
Collection source event		[Null]	<input type="checkbox"/>	

Is Origin?

This “**Is Origin?**” checkbox, when checked, indicates that this record’s **Geography** field will be considered as the accession’s source location.

Other Accession Dataviews

Again, for information about the other fields used in the various accession dataviews, refer to the online data dictionary.