

Assignment 1: Pre-work for the NPGS GRIN-Global Webinar 1



Revision Date

July 3, 2013

*This exercise should be completed **before you attend** the first webinar session.*

The success of this webinar series is dependent on you completing the “homework” outside of the weekly webinar sessions. During the actual sessions, we will review questions submitted during the week and introduce new material; however, because of time constraints, much of the learning will take place outside of the sessions.

Thank you in advance for taking the time to participate in the training and to make it a truly effective learning opportunity.

--Marty Reisinger and the rest of the GRIN-Global Development Team

What do I need to do to prepare before the first session?

Each step is explained in detail on the following pages.

1. Either you or an IT support person with Administrator rights for your PC needs to install the GRIN-Global Curator Tool and its associated prerequisites
2. Install AT&T Connect on your PC if you have not yet used AT&T Connect yet
3. Complete this assignment 1 **before** the first webinar session

Install the GRIN-Global Updater and the Curator Tool

Depending on your site's environment, you may need someone with Windows Administrative Privileges to do the physical GRIN-Global (GG) installation. This is explained in detail in the NPGS installation Guide which can be downloaded from the GG training wiki page:

http://www.ars-grin.gov/npgs/gringlobal/docs/ggNPGS_installation_guide.pdf

Please note there are instructions if the users on the PC do not have Windows Administrator privileges. You also need to be VPN'd or on the ARS network; if that presents an issue for you, please contact Kurt Endress at the DBMU at kurt.endress@ars.usda.gov.

Install AT&T Connect

We will be using AT&T Connect when we "meet" for our webinars. AT&T Connect is similar to other webinar tools – participants join a virtual meeting space. The main presenter can show slides, talk with the participants, and demonstrate software. Participants can also talk, view the whiteboard, and send notes to the instructor and other participants.

The link for downloading the AT&T Connect software is:

<https://www.corp.att.com/attconnectsupport/downloads/pa/>

If you already have used Connect, then you should be set. I will set up the first Webinar early next week and send you the details for logging into the meeting.

If you haven't used AT&T Connect, you can email me and we can arrange a very brief training session. I am assuming since this tool has now been around at the USDA for the past year that not too many haven't installed it yet. But if you haven't, we can arrange to test it out to ensure that your PC can connect properly.

Complete the following assignment before attending GG webinar one.

The exercises begin on the next page.

Assignment 1

Exercise 1: Download or open the current *Curator Tool User Guide*:

http://www.ars-grin.gov/npgs/gringlobal/docs/gg_curator_tool_user_guide.pdf A detailed Table of Contents begins on page 3. You can jump to a topic in the Table of Contents by clicking on any entry listed there.

Since the Curator Tool User Guide is updated regularly, don't print it!

We recommend that you read the entire Curator Tool User Guide, (especially if you can't sleep at night), but more pragmatically, just follow the exercises listed below in this document. Where suitable, references will be made to the Curator Tool guide.

Remember that at NPGS you will be using GRIN-Global in a networked situation.

Exercise 2: Locate and review the current GRIN-Global data dictionary.

(a) Find, open, and review the online GRIN-Global data dictionary. Hint: the link is on one of the GRIN-Global wiki pages. Bookmark the page on your PC's browser for ready access in the future.

(b) Find the GRIN-Global fieldnames that are now being used for the following GRIN fieldnames:

GRIN Fieldname	GRIN-Global Fieldname
acid	
invid	
orno	
taxno	

Exercise 3: Locate on the GRIN-Global training wiki page the CT videos and watch them.

Curator Tool "How To" Videos

These videos illustrate basic Curator Tools concepts and features. Note: Videos Require Adobe's Flash Player [Download Adobe's Flash Player](#)

Video	Notes
Curator Tool Interface Overview	This video provides a brief overview of the main Curator Tool window.
Resizing and Arranging Data Grid Columns	Similarities between Excel (and other spreadsheets) and the Curator Tool's datagrid are discussed.
Dataview basics	Dataviews are the backbone for the Curator Tool. In this video, you will learn how to switch between dataviews as well as load additional dataviews that are not initially visible.
Lists and Builders Lists	Curator Tool users create lists to track and manage

Watch the first six videos listed. Note that these will be updated this summer.

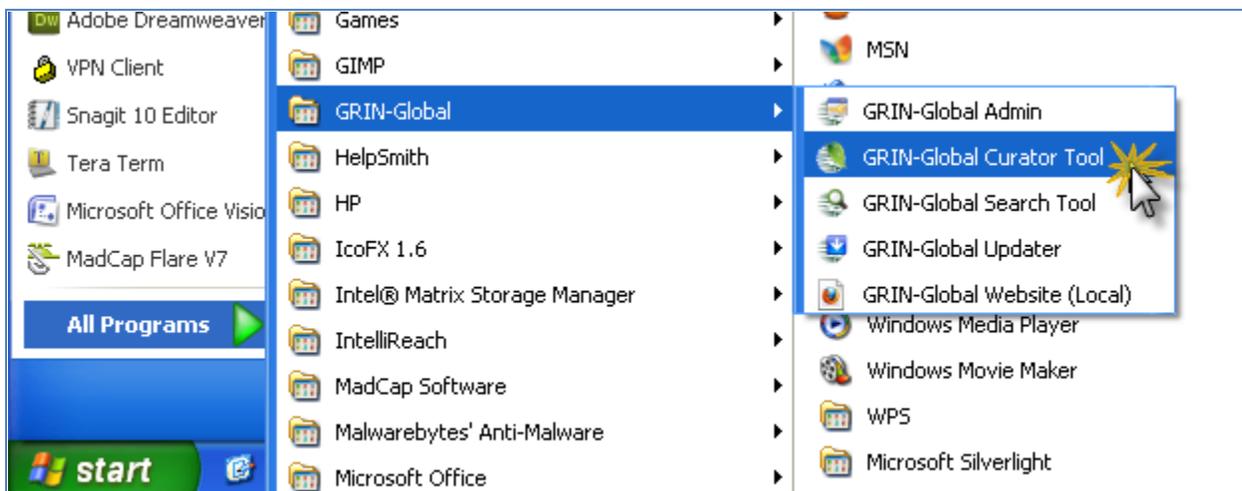
Exercise 4: Login to the Curator Tool

1. Start up the Curator Tool and Log in



You must be on **ARSNet** or on VPN to connect to the public web site or to use the Curator Tool to connect to the GG Training server in Beltsville.

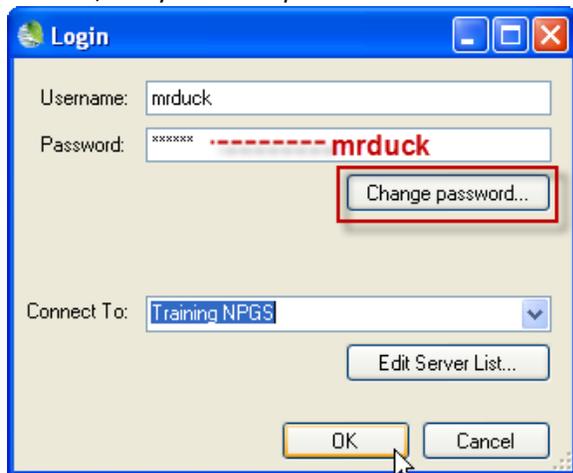
Assuming that the CT has been installed properly, you should have a menu item on the Windows Start menu:



User Logins & Passwords

Users with a GRIN ID cannot automatically log in to the Training Server. If unsure, contact Quinn.sinnott@ars.usda.gov for your GG training username and password.

During training, the GRIN-Global Username is the same as your GRIN ID. If your GRIN ID was **mrduck**, in GRIN-Global it is still **mrduck**. However, in GRIN-Global, the password is also initially set to match your *GRIN ID*, not your GRIN *password*.

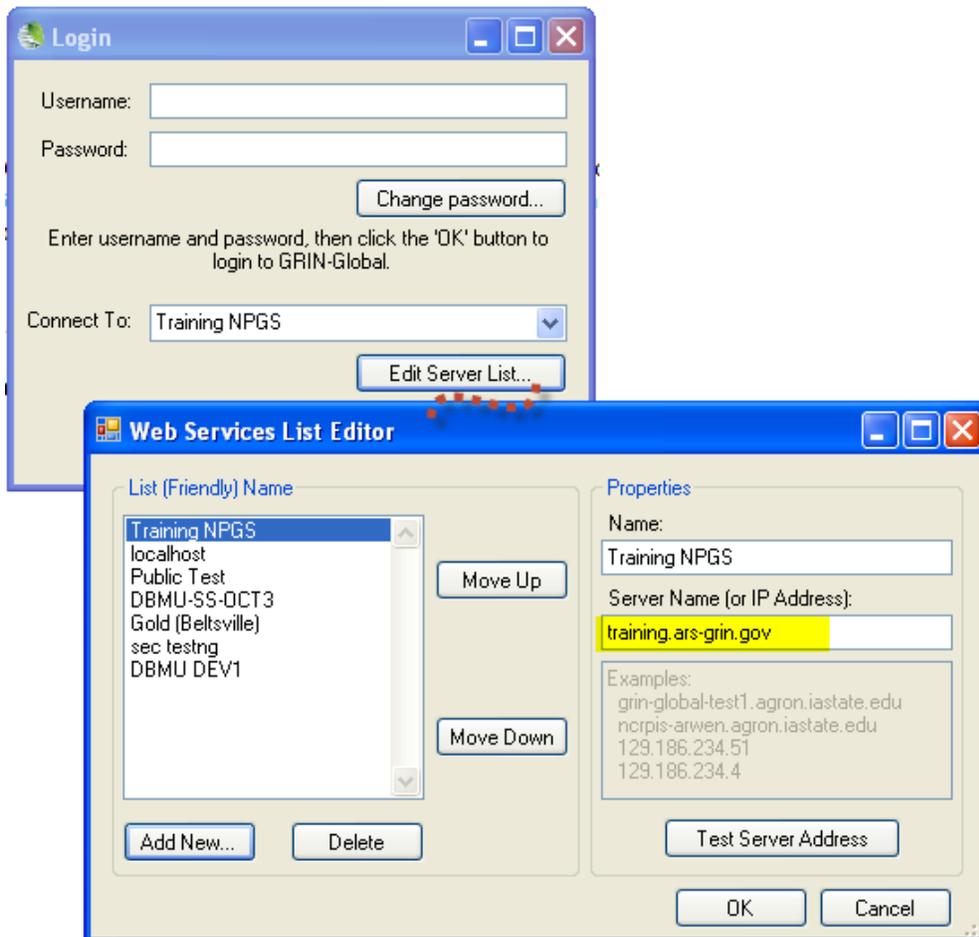


Connecting the Curator Tool to a GRIN-Global Server

When the Curator Tool is initially invoked, it needs to be supplied with the **Username**, **Password**, and the **Connect To:** fields. The **Connect To:** field indicates the server where the database resides.

At NPGS, we need to point to a remote server in Beltsville by specifying the server's address. Your PC administrator (or you) should have added the training server named **training.ars-grin.gov** to the server list. (Directions for connecting the GRIN-Global servers to the Curator Tool are explained in the NPGS Installation Guide. Near the top of the GRIN-Global training wiki page there is a link to the NPGS training page which has a link to the guide.)

The screen on the next page illustrates what you need to have for the training server. For our training, the server is **training.ars-grin.gov**. (If you have not pointed to this yet, you will need to click on the **Edit Server List...** button.)



2. Update your lookup tables

When you initially login to the Curator Tool (CT), your lookup tables will need to be updated. The complete instructions are in the CT User Guide.

This may take an hour the first time you do this.

If you have made it this far, great! If you are low on available time, the remaining exercises are optional – we will have many opportunities to cover that material.

Each of our five webinar sessions will be similar – I will review previous material / questions received, and then introduce new material. Unfortunately, because we will have many people enrolled in each session, there will not be opportunities for extended dialogue during the webinar.

After each webinar session, you are expected to complete “homework!” I will provide you with a set of guided exercises and expect you to complete them before the next week’s webinar session. This is your

hands-on time where you will really learn. If you only attend the webinars, you will probably not master how to use GRIN-Global.

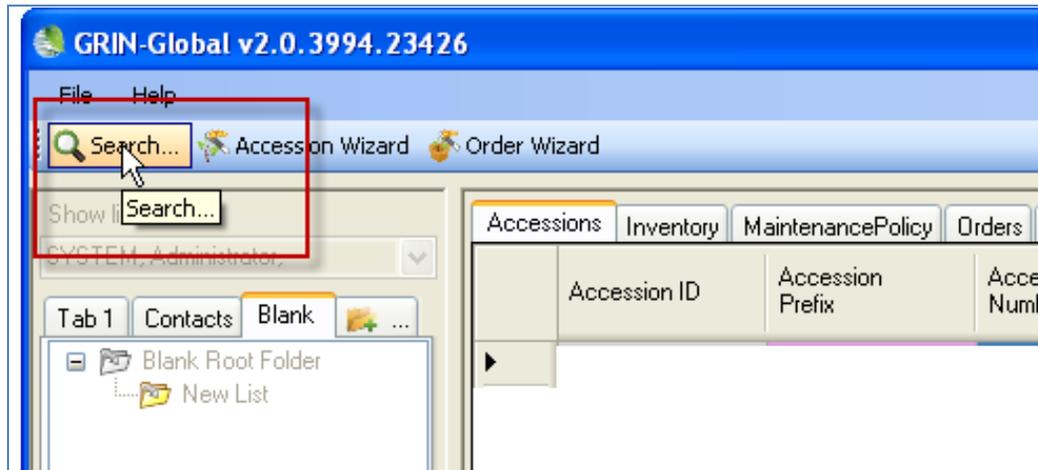
Try to set aside some time each day, a half hour or more, complete the exercises and try additional searches and other features.

The GG development team has an email - feedback@ars-grin.gov - which we ask you to use and direct all of your GG questions. There are multiple advantages to this – (more than one person sees your question/request – so you should receive a quicker response) and the team sees the types of questions that new users have when first learning GG. Your questions will lead to an improved product – GG is still really in its infancy, and we have many ideas that we would like to implement. Of course, this all takes time and resources.

Optional Exercises

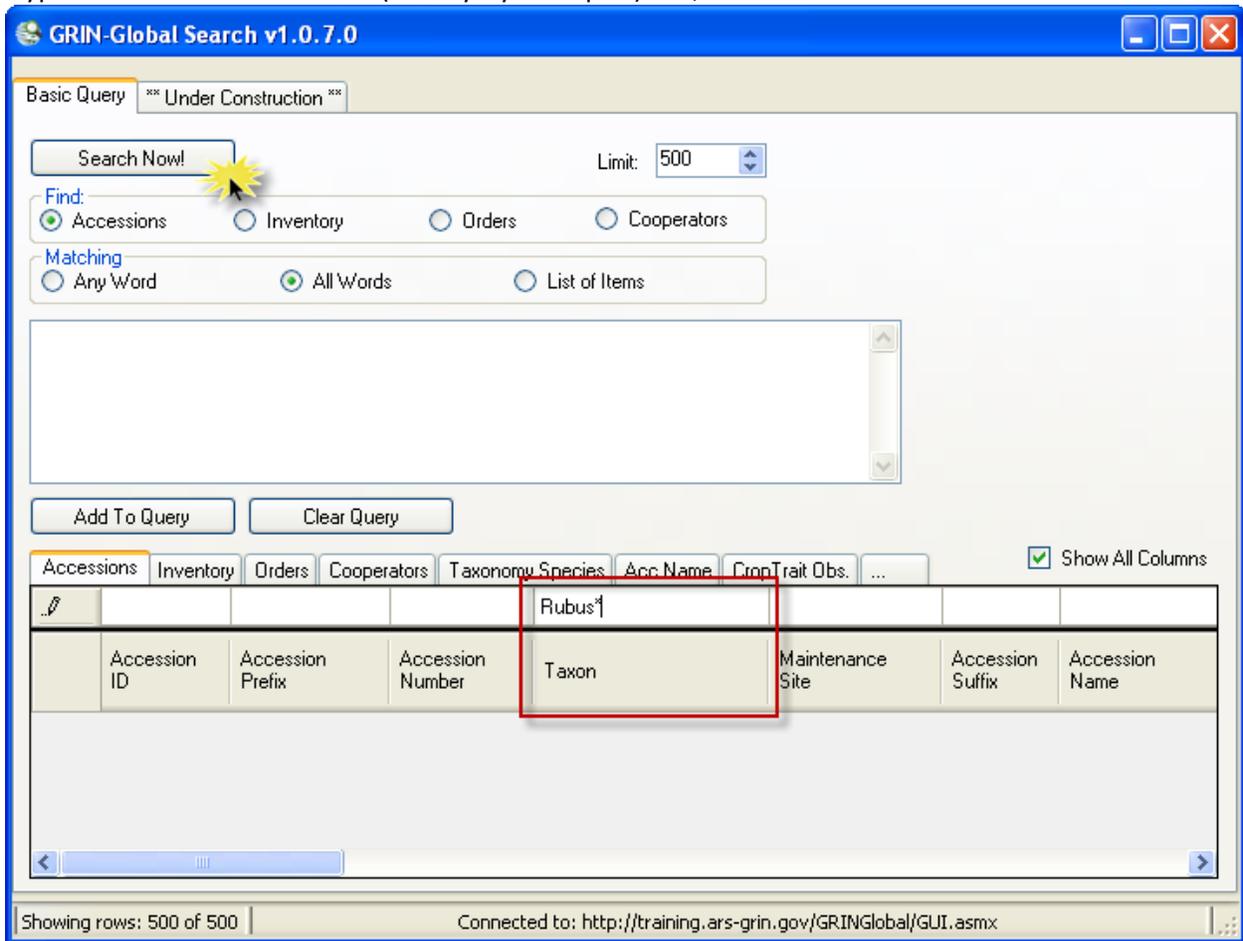
3. Search for sample records to review

Search for some existing records in the database. In the Curator Tool, in the upper left corner, click on the Search button:

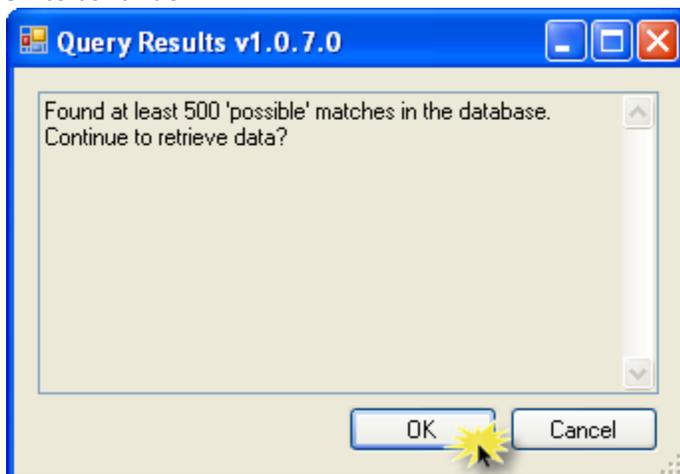


There are some performance issues in the Curator Tool currently being addressed. For now, during the training, set the upper **Limit** to 500 or a 1000.

Type **Rubus*** in the Taxon QBE (“Query-By-Example”) box; click the **Search Now!** button:



You will be prompted with a **Query Results** window indicating that *many* records have been found; click **OK** to continue:



The records will be displayed in the **Search** window's grid:

The screenshot shows the GRIN-Global Search v1.0.7.0 window. The search criteria are set to 'Basic Query' with a status of 'Under Construction'. The search limit is set to 500. The search results are displayed in a grid with the following columns: Accession ID, Accession Prefix, Accession Number, Taxon, Maintenance Site, Accession Suffix, and Accession Name. The results are filtered for 'Rubus*'. The status bar at the bottom indicates 'Showing rows: 500 of 500' and 'Connected to: http://training.ars-grin.gov/GRINGlobal/GUI.asmx'.

Accession ID	Accession Prefix	Accession Number	Taxon	Maintenance Site	Accession Suffix	Accession Name
1005875	PI	618581	Rubus ellipticus	COR		
1008308	CRUB	715	Rubus chamaemorus	INACTIVE		Cloudberry
1013438	PI	604614	Rubus corchorifolius	INACTIVE		
1013615	PI	653262	Rubus allegheniensis	COR		Allegheny Blackb...
1013645	CRUB	1418	Rubus crataegifolius	INACTIVE		
1013732	CRUB	1431	Rubus corchorifolius	INACTIVE		

4. Further Refine your Filtering

Practice adding another condition. In this case, look for records whose **Level of Improvement** is equal to "Wild Material."

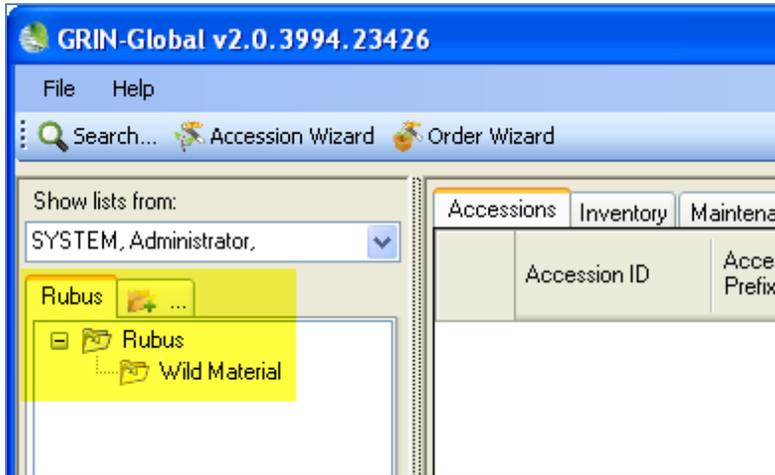
The screenshot shows the GRIN-Global Search v1.0.7.0 interface. The search query is "@accession.taxonomy_species_id IN (32245, 32246, 32247, 32248, 32249, 32250, 32251, 32252, 32253, 32254, 32255, 32256, 32257, 32258, 32261, 32262, 32263, 32265, 32266, 32267, 32268, 32269, 32270, 32271, 32272, 32273, 32274, 32275, 32277, 32278, 32280, 32281, 32283, 32284, 32286, 32287, 32288, 32289, 32291, 32293, 32294, 32296, 32297, 32298, 32299, 32300, 32301, 32302, 32304, 32305, 32306, 32307, 32308, 32310, 32311, 32312, 32313, 32314, 32315, 32316, 32317, 32318, 32319, 32320, 32321, 32322, 32323)". The search results table has columns: Accessions, Status, Life Form, Level Of Improvement, Reproductive Uniformity, Initial Material Type, and Initial Received Date. The 'Level Of Improvement' column is highlighted with a red box, and a dropdown menu is open showing 'Wild material' selected. The table contains 7 rows of data, all with 'Perennial' Life Form and 'Breeding material' Level Of Improvement.

Accessions	Status	Life Form	Level Of Improvement	Reproductive Uniformity	Initial Material Type	Initial Received Date
		Perennial	Breeding material		PL	2/2/1983
		Perennial	Breeding material		PL	2/2/1983
		Perennial	Breeding material		PL	2/2/1983
		Perennial	Breeding material		PL	2/2/1983
		Perennial	Breeding material		PL	2/2/1983
		Perennial	Breeding material		PL	2/2/1983

5. Build a List in the Curator Tool.

See the Curator Tool User Guide *Lists Overview* section for background information on lists. Also refer to the section *Maintaining Lists to Organize Your Data* for detailed instructions on creating, naming, and managing lists.

In this step, you will build and name a list in the Curator Tool. With this list, you will eventually be able to point to your selected Rubus (Wild Material) records for reference in future sessions. Name a tab, root folder (top level list), and a sub-list similar to the following:



6. Optional: Copy Records from the Search Tool to the Curator Tool

This step requires some manual dexterity! (Review the video <http://www.ars-grin.gov/npgs/gringlobal/videos/lists.swf> to see how it's done).

Drag some of your **Rubus – Wild Material** records into the Curator Tool. The end result should look similar to the following:

The screenshot displays the GRIN-Global v2.0.3994.23426 application window. The interface includes a menu bar (File, Help), a search bar, and navigation buttons for Accession Wizard and Order Wizard. A tree view on the left shows a folder named 'Rubus' containing a sub-folder 'Wild Material' with a list of accession IDs (PI 548933 to PI 548912). The main data table is titled 'Accessions' and contains the following data:

Accession ID	Accession Prefix	Accession Number	Accession Suffix	Species	Plant
300	PI	502588		Rubus caesius	
301	PI	502589		Rubus sp.	
2703	PI	548888		Rubus acanthop...	
2704	PI	548889		Rubus adenotric...	
2705	PI	548890		Rubus adenotric...	
2706	PI	548891		Rubus sp.	
2707	PI	548892		Rubus bogotensis	
2708	PI	548893		Rubus bogotensis	
2709	PI	548894		Rubus bogotensis	
2710	PI	548895		Rubus bogotensis	
2711	PI	548896		Rubus coriaceus	
2712	PI	548897		Rubus coriaceus	

At the bottom of the window, there is a 'Data Editing' section with 'Edit Data', 'Save Data', and 'Cancel' buttons. The status bar shows 'Showing rows: 43 of 43' and 'Connected to: http://localhost/GRINGlobal/GUI.aspx'.