

Log into GEOTRACES Data for Oceanic Research (DOoR) portal to register the parameters:



<https://geotraces-portal.sedoo.fr/pi/>

Researchers must follow BOTH pathways (can be done concurrently)

(#) Generate and download: Customized S&I report template



Generate and download: -Customized data template -Metadata template



NB. At this step, you will register your datasets, where each selected GEOTRACES parameter will be barcoded. It is important to make sure you select all your parameters before proceeding further.

**PERMISSION**

For releasing your dataset in IDP and contribute to this data product.

YES

NO

**INTERCALIBRATION<sup>(1)</sup>**

Submit your completed report to S&I through DOoR portal <https://geotraces-portal.sedoo.fr/pi/>

Receive an e-mail from S&I committee about your data and answer any questions that need addressing

Data Approved

More work needed (in collaboration with S&I)

Data Approved Receive approval notification email

Dataset unchanged

Dataset changed

Send UPDATED data to GDAC\*

Data intercalibrated

**DATA SUBMISSION**

Submit completed data and metadata templates to GDAC\* by email [geotraces.dac@bodc.ac.uk](mailto:geotraces.dac@bodc.ac.uk)

\*Note: American, Dutch, French and Chinese researchers should send the data to their National Data Centre instead of GDAC. The National Data Centres will then process and submit data to GDAC.

**Important! Chief scientists** must make sure that CTD sensor and nutrient data are registered into DOoR and submitted to GDAC or the appropriate data centre: these include at least pressure, temperature, and salinity, and if measured oxygen, fluorescence, transmissiometry, turbidity and PAR. CTD sensor data don't need to be intercalibrated or approved by the S&I Committee. Nutrient data needs to be intercalibrated and approved by the S&I Committee.

**DATA CAN BE SUBMITTED AT ANY TIME**  
EARLY SUBMISSION ENCOURAGED

Receive an e-mail from GDAC (and/or your National Data Centre) about your data and answer any questions that need addressing

**Data/metadata ingested into GDAC**  
Users can request data but these are only provided if the data originator gives permission

(Check the status of your data in the GEOTRACES DOoR)

**DATA PRESENT IN IDP**

**LAST STEP!**

Provide information about publications that use data in the IDP through the DOoR portal (step 6): <https://geotraces-portal.sedoo.fr/pi/>

BEFORE the cruise any researcher...

AFTER the cruise and once the data is analysed any researcher...

<sup>1</sup>All key TEI data submitted for the IDP require intercalibration. All other TEI data (non-key TEIs) to be submitted for the IDP still need to demonstrate the method used for quality control, which ideally follows the same intercalibration procedures outlined for key TEIs.