

CHECK LIST FOR EARTHCHEM LIBRARY DATA PUBLICATION

The below are requirements for datasets published in the EarthChem Library (ECL). Please ensure that your dataset meets all requirements, failure to do so will delay dataset publication.

File Format

- All data in an EarthChem Library template** *or*
- Well documented file(s) with all required metadata** (see below)
- All tabular data in .csv or .xlsx** (not .pdf, .doc)

Data Source Information

- Title is concise and describes the dataset content.**
- Abstract uses full sentences to describe what measurements were done, the locations, and for what purpose.** Avoid abbreviations & acronyms.

Sample Metadata

- Sample name(s) are unambiguous.** Use of the International Geo Sample Numbers (IGSN) is recommended (can be obtained at www.geosamples.org).
- Geospatial information is included in the form of latitudes/longitudes in decimal degrees** (unless not applicable, i.e. experimental samples).
- Sample Descriptors: include classification, age, stratigraphic position and any additional information on how, where and when the sample was collected.**

Data and Methods

- Each analyte (parameter) in the data table(s) is linked to a sample name or number.**
- All analytes, units and methods are clearly stated and defined.** Avoid or define abbreviations. Relevant standards, reference measurements, and additional information about laboratory and instrument should be included when possible.

Additional Metadata & Best Practices

- If submitting a compilation dataset to the ECL, it must have a reference sheet or tab with full citations of all referred publications.**
- US-Based researchers are encouraged to link their NSF award numbers with their ECL datasets.** This will allow tracking of datasets by Award Number and show compliance with Data Management policies of funding agencies.
- Include as much documentation as possible,** taking particular care to include unique identifiers such as IGSNs, related publication DOIs, volcano numbers, cruise DOIs, etc.
- Make sure your uploaded file is in its final form.** The EarthChem Library is a long-term repository, treat the data submission like a journal article submission. Once a file has been released for public access, it cannot be changed, instead you would have to publish a new version with a new DOI.